



**This one page document should assist you with your 2017 Ethical Enterprise Award submission. We recommend that you read this before completing your application.**

Section 1: Information about your organization	
<b>Provide your business and contact details.</b>	<ul style="list-style-type: none"><li>• Your enterprise/business name</li><li>• Your enterprise status: for profit, not for profit or other</li><li>• Your ACN or ABN number</li><li>• Address</li><li>• Website</li><li>• Contact person details</li><li>• Email address</li><li>• Length of operation</li></ul>
Section 2: What is the history, background and objectives of your enterprise?	
<b>Provide an overview of what your enterprise does. (200 words or less)</b>	<b>Tell us about the background and history and objectives of your enterprise:</b> <ul style="list-style-type: none"><li>• How did you start</li><li>• Who founded the enterprise</li><li>• What do you do</li><li>• Who is involved in your enterprise</li><li>• What are you aiming to achieve and</li><li>• Why you consider your enterprise to be ethical</li></ul>
Section 3: How has your enterprise delivered positive social and economic impact to an overseas or local community through its trade practices, or as a result of your commercial undertaking?	
<b>Describe and provide evidence of how your enterprise has improved the social and economic impact of an overseas or local community. (500 words or less)</b>	<b>What has your enterprise achieved? (please quantify wherever possible)</b> <b>How has your enterprise achieved these goals and why is it important?</b> <b>Wherever possible, strengthen your submission by:</b> <ul style="list-style-type: none"><li>• Identifying the community that your enterprise has made an impact on;</li><li>• Describing the impact and changes that your enterprise has made to the community through business or trade practices and activities; AND</li><li>• Quantifying your aims and achievement with figures, examples and community statistics.</li><li>• You might also want to provide evidence such as photos, media and marketing, statistics, links to website, YouTube, support from references. (<i>Supportive material will not be returned.</i>)</li></ul> <b>Examples of positive social and economic impact might include:</b> <ul style="list-style-type: none"><li>- Growth in community resources</li><li>- Development of skills</li><li>- Increased employment opportunities</li><li>- Increased economic growth</li><li>- Improved education outcomes</li><li>- Capacity building of local community</li><li>- Improved health</li></ul>
Section 4: How has your enterprise demonstrated innovation in its ethical trade practices?	
<b>Demonstrate how your enterprise has demonstrated innovation. (200 words or less)</b>	<b>This might include innovation in:</b> <ul style="list-style-type: none"><li>- Technology</li><li>- Processes</li><li>- Product or services</li><li>- A novel way of doing something</li><li>- A new business model</li></ul>
Section 5: What will winning this award mean to your enterprise?	
<b>Tell us what winning \$10,000 cash prize will mean for your enterprise. (150 words or less)</b>	<b>We recommend you explain how the cash and other benefits may be put to use. Examples might include:</b> <ul style="list-style-type: none"><li>- The funds will help you develop a new tool that will help grow your enterprise</li><li>- The funds will help build a specific program</li><li>- The funds will help create jobs</li></ul>