



# MULTICULTURAL HEALTH COMMUNICATION AWARDS

## APPLICATION FORM: 2015

To be accepted for the NSW Multicultural Health Communication Service (MHCS) Awards program for 2015, application forms must be accompanied by a MS Word document containing the English text and pdf documents of the translations on a CD or as an email attachment.

**Please write in block letters and ensure correct spelling for all names and titles.  
Use a separate form for each resource. If you need more space, attach a separate sheet.**

1. Unit/Centre/Department	
2. Contact/Reviewers name	
Position	
3. Health Service/NGO	
4. Address	
5. Phone/Mobile	Fax
6. Email	
7. Name(s) of person(s)/Dept/Service to appear on Trophy or Certificate of Recognition	
8. Title of the Multilingual Health Resource	
9. Summary of the Resource	
10. Keywords for the Resource	

11. Date of production		
12. Language/s of the resource		
13. Was the resource translated by a NAATI accredited Translator?	<input type="radio"/> Yes	<input type="radio"/> No
14. How was the need for the resource identified?		
15. How was/were the language/s selected?		
16. How will the resource be distributed/to whom?		
17. Steps taken in producing the resource		
18. Which topic(s) it needs to be listed under on the website?		
19. Approximate cost of production	\$	
20. Does the resource exist in PDF format?	<input type="radio"/> Yes	<input type="radio"/> No
21. Is there a Word doc (PC version) of the resource available?	<input type="radio"/> Yes	<input type="radio"/> No
Please include MS Word document of resource in English and pdf document(s) for all translated languages on disc or email attachment.		
22. If suitable, can your resources be included on the MHCS website?	<input type="radio"/> Yes	<input type="radio"/> No
23. If suitable, can your resources be included on the MHCS Social Media Platforms (eg Facebook, Youtube etc)?	<input type="radio"/> Yes	<input type="radio"/> No



When submitting resources for the 2015 MHCS Awards, please include the following details listed below for materials to be added to the MHCS website and Social Media Platforms. Please also submit the English version of the resource.

Author/Reviewer Name	
Organisation Name	
Organisation Address	
Contact phone number	
Email address of Author	
Title of the resource	
Summary of the resource	
Keywords for resources	
PDF or HTML format of resource	
Resource preferred to be A4 size in portrait	
Which topic it needs to be listed under (see the link): <b><a href="http://www.mhcs.health.nsw.gov.au/publicationsandresources/topics.asp">http://www.mhcs.health.nsw.gov.au/publicationsandresources/topics.asp</a></b>	

For Audio/Video resources to be published on the MHCS website, please consider the following:

- Audio file must be: MP3 or WAV
- Audio file size preferred NOT more than 10Mb
- Video file must be: wmv, mpg, flv, swf or AVI
- Video file size preferred NOT more than 20Mb

Title of the audio video resource	
Need to provide summary of the audio/video resource	
List of available languages	
Script for the audio/video file (optional)	

For your enquiries, please contact MHCS on T. **02 9816 0347** or E. **[mhcs@sesiahs.health.nsw.gov.au](mailto:mhcs@sesiahs.health.nsw.gov.au)**