



2013 CIVIC AWARDS GROUP NOMINATION FORM

DEADLINE FOR SUBMISSION: Friday, March 22nd, 4:30 P.M.

Each year, the City of Greater Sudbury recognizes the extraordinary contributions of individuals and groups who volunteer their time and skills to provide services and programs within Greater Sudbury communities.

Nominee Criteria

- The **group** awards are open for any volunteer group (i.e. a club, society or association that is organized and operated without the purpose of making profit, has made a significant impact on building stronger communities through services, programs, projects and/or events and delivers these within the City of Greater Sudbury.
- The entire application must be filled out by the Nominator. Please research and record the group's entire set of accomplishments. It is critical to ensure all areas of the nomination form are completed. **PLEASE NOTE:** A short description of the group's contribution will be prepared from this nomination form to be read during the ceremony. Do the group's efforts fall into any of the Healthy Community Cabinet Pillars (ie. Civic Engagement, Social Capital, Environment, Economic Growth and Human Health and Wellness)?
- Volunteer groups that are nominated are eligible for an award in only one of the two categories. On the following form, please select the category that fits the group you are nominating.
 - **Category 1:** Youth (Groups of youth volunteers – up to age 25).
 - **Category 2:** Community (Groups that serve the community in general).
- The nominee cannot have received this award within the last five (5) years. To view previous award winners, please visit www.greatersudbury.ca.

Award Selection Process

- Once all nominations are received, they are assessed against specific criteria, scored and recipients are selected by the selection committee.
- As a nominator, you will be informed of the receipt of your nomination package, as well as the result of your nomination.

Nominee's Information

Nomination Category: Youth ☐
(Please select **ONE** only) Community ☐

Name of Group: _____
(as it will appear on certificate)

Address: _____

City: _____ **Postal Code:** _____

Volunteer Group History

1. How long has the group been in operation?
2. How many volunteers are involved in the group?
3. How many hours does this group volunteer in one month?

Volunteer Group's Contribution

1. **Describe the purpose of the group and the population served/impacted.**
(Please list in point form.)



2. **Describe the Nominee's Contributions** (Please list in point form.)

*What are the group's contributions? Were the contributions innovative and/or creative?
Were improvements made to the community?*

*If you require more space, please attach a sheet with this nomination form
(Please describe in point form.)

Volunteer Group's Impact

1. **Describe the difference this volunteer group has made in the community through its services, projects and/or events.** (Please list in point form.)

What benefit has the community felt by this group's contribution?



Partnerships

- 1. What type of partnerships or community collaborations has the group been involved with? What was the reason to partner or collaborate? What was the end result? (Please list in point form.)**

Reason for Nomination

- 1. What sets this volunteer group apart from others? (Please list in point form.)**



Brief summary to be read at the Ceremony

- 1. Please provide a brief summary that highlights this volunteer group's contribution. This will be read during the Civic Awards Ceremony to inform others of their accomplishments.**



Collection, Use and Disclosure of Personal Information

Personal information that you provide on this form is collected by the City of Greater Sudbury under the authority section 10(1) of the *Municipal Act, 2001* and section 29 of the *Municipal Freedom of Information and Protection of Privacy Act* for the nomination, selection and announcement of individual Civic Awards. Questions relating to the use, collection and disclosure of your personal information may be addressed to the Manager of Community Partnerships at Tom Davies Square, 200 Brady Street, 2nd Floor, P3A 5P3 or by telephoning 705-674-4455 x2448.

Part 1: Contact Person (for group)

Please provide a contact person who is an officer of the group or organization.

Print name: _____ **Signature:** _____

Email Address: _____

Phone number: _____

Part 2: Nominator's Information

Print name: _____ **Signature:** _____

Address: _____ **City:** _____

Postal Code: _____ **Phone number:** _____

Email Address: _____

Date: _____

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Mail:

Civic Awards 2012
P.O. Box 5000, Stn "A"
200 Brady Street
Sudbury, Ontario
P3A 5P3

Drop Off:

Leisure Services Office
Tom Davies Square
200 Brady Street
Sudbury, Ontario
P3A 5P3

Email:

sherri.moroso@greatersudbury.ca

For more information, please contact:

Sherri Moroso, Community Development Coordinator
City of Greater Sudbury
674-4455, ext: 2449