



THE FEDERATION
of COMMUNITY SOCIAL SERVICES of BC

Award for Excellence Information & Nomination Form

History and Purpose

The Award for Excellence recognizes the exceptional contributions of an individual, team or organization in the field of child, family or community social services.

Recipients may be recognized for their outstanding qualities and devotion to the field over a long period of time and/or for their significant and lasting contribution to the field based on work undertaken in a project of a short-term nature.

This award was established in 1995 as a way to honour the best in our field and to recognize the late Thom McGuire who died in 1994. Thom was an executive director, teacher, and author, known for his contributions in the area of sexual abuse, and appreciated for his enthusiasm, charismatic manner and leadership.

The intention behind this award is to recognize and honour the work of people who don't often get recognized, and to encourage our members to hold each other up and support one another in their work. There are 2 award categories: **Individual** and **Organization**. To see a list of previous honourees, visit: fcssbc.ca/programs/award-for-excellence

Award Cycle

Nominations for both categories are accepted each year and are carried over for up to three years. In even-numbered years (e.g., 2020) the Award for Excellence will be awarded to an **Organization**. In odd-numbered years (e.g., 2019) it will be awarded to an **Individual**.

Nomination Process

Individual nominations can only be made by staff of a Federation member agency. The nomination can be from within the same organization where the nominee is employed, and can be self-nominated. Organization Nominations can only be made by staff of a Federation member agency; self-nominations for organizations are not permitted.

Only individuals who work/worked for a Federation member (Individual) or Federation member agencies (Organization) are eligible.

Nominations that are not selected will remain "active" for 3 years and will be considered for the award again. Nominations will be reviewed by a committee of the board; the full board must vote on the decision to award a nominee

Only one organization or individual shall be recognized with the award each year. The award will be presented at The Federation's AGM (the AGM typically takes place in Penticton in June of each year).

Nominations are due by March 29th. A decision will be made by April 30th. To nominate an individual or organization please complete the attached nomination form and submit a letter of support. Shortlisted nominees will be invited to an interview with Federation board members.

Recognition

Recipients (individual or organization) will have their name inscribed on the Award for Excellence display trophy and will receive an individual take home trophy. Individual recipients will receive a complimentary registration and accommodation at a Federation conference of their choosing (must be used within 12 months), and recognition in Federation communications.

Organizational recipients will receive funds to a maximum of \$4000 to be used towards the creation of a 2-3 minute video promoting the organization, it's mission, values, and work in community.

Application Deadline: March 29, 2019

The nomination form and supporting documents can be submitted by email to info@fcssbc.ca or mailed to:

**The Federation of Community Social Services of BC
Award For Excellence Committee**

#102-739 Kings Road Victoria, BC V8T 1W4
Phone: 250-480-7387 Fax: 250-480-7396

Included Forms

The following two documents are included in this package:

- Award for Excellence Nomination Form for **Individuals** (awarded in odd-numbered years)
- Award for Excellence Nomination Form for **Organizations** (awarded in even-numbered years)

Award for Excellence Nomination Form for Individuals

Individuals can only be nominated by staff of a Federation member. The nomination can come from within the same organization where the nominee is employed and/or can be self-nominated.

In addition to the completed nomination form, a **Letter of Support** from a person other than the nominating individual (does not have to be a Federation member) is required. This letter should include: (1) the length of time known, (2) the nature of the relationship, and (3) speak to the elements of the nomination criteria as much as possible

Nominating Individual

i.e., Staff at a Federation member organization

Name:

Organization:

Position or Title:

Phone Number:

Email Address:

Award Nominee

i.e., Staff at a Federation member organization

Name:

Organization:

Position or Title:

Phone Number:

Email Address:

Is the nominee aware you have nominated them for the Award for Excellence?

YES

NO

Please see following page for long-answer questions.

The nomination form, supporting letter, and answers to the questions on the following page must be submitted no later than March 29th, 2019.

Award for Excellence Nomination Form for Individuals

Individuals can only be nominated by staff of a Federation member. The nomination can come from within the same organization where the nominee is employed and/or can be self-nominated.

In addition to the completed nomination form, a **Letter of Support** from a person other than the nominating individual (does not have to be a Federation member) is required. This letter should include: (1) the length of time known, (2) the nature of the relationship, and (3) speak to the elements of the nomination criteria as much as possible

Long Answer Questions

Along with the completed nomination form and letter of support, please provide answers to the following questions with as much detail as possible. The more the selection committee knows about the nominee the better able they are to make a decision!

- Describe the nominee's significant accomplishments.
Limit: 250 words.
- Provide some examples of about how nominee demonstrates a commitment to collaboration.
Limit: 250 words.
- Describe the manner in which the nominee contributes to and is involved in Federation activities.
Limit: 250 words.
- Tell us how the nominee embraces and demonstrates Federation values and works to support the goals and mission of The Federation. **Limit: 250 words.**
- How does the nominee demonstrate innovation and initiative?
Limit: 250 words.
- How has their leadership contributed to the culture of their organization?
Limit: 250 words.
- How long have they been involved in the sector?
Limit: 250 words.
- Individual's biography.** This statement will be used by assessors. Should the applicant be the recipient of the award, this statement will be used in public communications. **Limit: 250 words.**
- Organizational profile** (services, age of organization, values, mission). This statement will be used by assessors. Should the applicant be the recipient of the award, this statement will be used in public communications. **Limit: 250 words.**

Award for Excellence Nomination Form for Organizations

Organization Nominations can only be made by staff of Federation member; self-nominations are not permitted.

In addition to the completed nomination form, a **Letter of Support** from a person other than the nominating individual (does not have to be a Federation member) is required. This letter should include: (1) the length of association with organization, (2) the nature of the relationship with the organization, and (3) speak to the elements of the nomination criteria as much as possible.

Nominating Individual

i.e., Staff at a Federation member organization

Name:

Organization:

Position or Title:

Phone Number:

Email Address:

Award Nominee

i.e., a Federation member organization

Organization Name:

Representative:

The person to be contacted if the organization is selected.

Position or Title:

Phone Number:

Email Address:

Is the organization aware you have nominated it for the Award for Excellence?

YES NO

Please see following page for long-answer questions.

The nomination form, supporting letter, and answers to the questions on the following page must be submitted no later than March 29th, 2019.

Award for Excellence Nomination Form for Organizations

Organization Nominations can only be made by staff of a Federation member; self-nominations are not permitted.

In addition to the completed nomination form, a **Letter of Support** from a person other than the nominating individual (does not have to be a Federation member) is required. This letter should include: (1) the length of association with organization, (2) the nature of the relationship with the organization, and (3) speak to the elements of the nomination criteria as much as possible.

Long Answer Questions

Along with the completed nomination form and letter of support, please provide answers to the following questions with as much detail as possible. The more the selection committee knows about the nominee the better able they are to make a decision!

- Describe the organization's significant accomplishments.
Limit: 250 words.
- Provide some examples of about how organization demonstrates a commitment to collaboration. **Limit: 250 words.**
- Describe the manner in which the organization contributes to and is involved in Federation activities. **Limit: 250 words.**
- Tell us how the organization embraces and demonstrates Federation values and works to support the goals and mission of The Federation. **Limit: 250 words.**
- How does the organization demonstrate innovation and initiative?
Limit: 250 words.
- How old is the organization?
Limit: 50 words.
- Organizational profile (services, age of organization, values, mission). This statement will be used by assessors. Should the organization be the recipient of the award, this statement will be used in public communications. **Limit: 250 words.**