2015 CIVIC AWARDS NOMINATION FORM

DEADLINE FOR SUBMISSION: Friday, February 13th, 2015, 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 Individual Civic Award is open to any volunteer that has made a significant impact on building stronger communities through services, programs, projects and/or events delivered within the City of Greater Sudbury.

- The application must be filled out by the Nominator. Please research and record the volunteer's accomplishments. It is important to ensure all areas of the nomination form are completed. **PLEASE NOTE:** A short description of the individual's achievements will be prepared from this Nomination Form and read during the ceremony (should the nominee be successful).

- Does the volunteer's efforts fall into any of the Healthy Community Cabinet Pillars (i.e. Civic Engagement, Social Capital, Environment, Economic Growth, and Human Health and Wellness)? Please visit the Healthy Community Initiative (HCI) website for more information on the Healthy Community Charter and HCI Pillars. www.healthycommunitysudbury.ca

- The nominee **cannot** have received this award within the last five (5) years. For a list of previous award winners, please visit **www.greatersudbury.ca/civicawards**.

Award Selection Process

- Once all nominations are received, submissions are evaluated with specific criteria, scored and recipients are chosen by the Selection Committee.

- As a nominator, you will be informed of receipt of nomination, as well as the result of your nomination.

Nominee Personal Information

Name: _____

Address: _____

City: _____ **Postal Code:** _____

Nominator's Phone: (H) _____ **Work or Cell:** _____

Email Address: _____

Please attach a biography about the nominee (Maximum one letter size page in size 12 font). Ensure the following information is provided with this submission.

1. Length of time for volunteer activity. Describe any current/previous volunteer experience if applicable.
2. List any previous awards bestowed upon nominee.
3. What role does the nominee play within the community?
4. What outstanding contribution(s) has the nominee made?
5. What has been the impact of the volunteer's activity upon the community?
6. Describe the leadership demonstrated.
7. Please attach additional or related information if appropriate in the Biography Information Section.
8. Please submit a recent photograph of the nominee.

Biography for:_____

Biography:

Part 1: Nominator's Information

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, P3A 5P3, or by calling (705) 674-4455 x2448.

Print name: _____

Address: _____ **City:** _____

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

Email Address: _____

Signature: _____ **Date:** _____

Part 2: Nominee's Information

1) Collection, Use and Disclosure of Personal Information

Personal information provided herein 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.

By signing below I indicate that I:

a) have reviewed the contents of this nomination form as prepared by the nominator and know the information provided herein to be true;

b) consent to the submission by the City of Greater Sudbury of my name and personal information provided in this application for consideration by the Civic Awards Advisory Panel; and,

c) if selected as a winner of a Civic Award, consent to the disclosure of my name and personal information by the City of Greater Sudbury to the media and public announcing my receipt of a Civic Award.

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, P3A 5P3, or by calling (705)674-4455 x2448.

Print name: _____

Signature: _____

Date: _____

Print Name of Witness: _____

Signature of Witness: _____

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Mail:	**Drop Off:**	**Email:**
City of Greater Sudbury c/o Civic Awards 2015 P.O. Box 5000, Stn A 200 Brady Street Sudbury, Ontario P3A 5P3	Leisure Services Office Tom Davies Square 200 Brady Street Sudbury, Ontario P3A 5P3	**leisure.services@greatersudbury.ca**

For more information, please contact:

Mark Vainio, Community Development Coordinator
City of Greater Sudbury
(705) 674-4455, ext: 2507