



## 2023 Civic Awards Nomination Form - Group Deadline for Submission: Friday, March 10<sup>th</sup>, 2023 at 4:30 PM

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** Civic Awards are open for any volunteer group (e.g. a club, society or association) that is organized and operated without the purpose of making profit, and 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 group's accomplishments. It is important to ensure all areas of the nomination form are completed. **Note:** A short description of the group's achievements will be prepared from this Nomination Form and read during the ceremony, should the nominee be successful.
- The group's efforts should help to contribute to creating a healthy community (i.e. Civic Engagement, Environment, Economic Growth, and Human Health and Wellness).
- Volunteer groups that are nominated are eligible for an award in one of the following two categories. On the following form, please select the category that fits the group being nominated.
  - **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**. For a list of previous award winners, please visit [www.greatersudbury.ca/civicawards](http://www.greatersudbury.ca/civicawards).
- The city would encourage applications for individuals and/or groups who have assisted the community during the pandemic.

### Award Selection Process

- Once all nominations are received, submissions are evaluated and recipients are chosen by the Selection Committee.
- As a nominator, you will be informed of receipt of the nomination, as well as the result of the evaluation, following the selection process.



## Group's Information

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

**Name of Group:** \_\_\_\_\_  
(As it will appear on certificate)

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Group's Phone (Home):** \_\_\_\_\_ **Work or Cell:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

In a separate attachment, please provide information for the following questions. Max 1000 words (approximately 2 pages).

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?
4. Describe the purpose of the group and the population served/impacted.
5. Describe the difference this volunteer group has made in the community through its services, projects and/or events.
6. 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 attach additional supporting information or references (optional).

Please provide a digital, high resolution image of the group with your application (required) and email it to [leisure.services@greatersudbury.ca](mailto:leisure.services@greatersudbury.ca).

\* Note: It is important that you provide as much detail as possible about what your nominee has achieved. The information you provide will help the Selection Committee assess the nominee's eligibility.



## Part 1: Contact Person (for group)

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

### 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 Selection Committee; and,
- c) if selected as a recipient 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 Recreation at Tom Davies Square, 200 Brady Street, P3A 5P3, or by calling (705)674-4455 x2446.

**Print name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name of Witness:** \_\_\_\_\_

**Signature of Witness:** \_\_\_\_\_

**Please list all members in the group:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



## Part 2: Nominator's Information

### Collection, Use and Disclosure of Personal Information

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**Print name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print name of Witness:** \_\_\_\_\_

**Signature of Witness:** \_\_\_\_\_

**Deadline for Submission: Friday, March 10<sup>th</sup>, 2023, at 4:30 PM**

**Mail:**

City of Greater Sudbury  
c/o Civic Awards 2023  
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:**

[leisure.services@greatersudbury.ca](mailto:leisure.services@greatersudbury.ca)

**For more information, please contact:**

Leisure Services  
City of Greater Sudbury  
(705) 674-4455, ext: 2446