



CALL FOR NOMINATIONS

2018 Township of Puslinch Volunteer Appreciation Award

NOMINATION DEADLINE: MARCH 2, 2018

The purpose of this program is to recognize and honour volunteers who demonstrate generosity of time and spirit by achieving outstanding results as a volunteer, inspiring others to service or making an extraordinary contribution to a community benefit organization or by championing an issue.

The Township of Puslinch wishes to recognize the accomplishments of community volunteers.

One individual or group will be selected and recognized with an award. Awards will be presented by Township Council at the meeting on **April 18, 2018**.

Nominators can be peers, colleagues, supervisors or organizations that benefit from the contributions of the nominee.

To nominate a candidate, the following **must** be completed:

- 1) Nomination Cover Sheet (attached)
- 2) Statement of Nomination, answering all the questions listed under Nomination Criteria (maximum of 2 pages)
- 3) Short biography of the Nominee (maximum of 250 words)

Nomination Criteria

- 1) Describe the nominee's volunteer work and their motivation or reasons for volunteering.
- 2) What impact has the nominee's volunteer work had on the community or neighbourhood? How does this inspire others?
- 3) How many volunteer hours has the nominee contributed per year? How long have they volunteered with an organization(s)? What else do they balance in their life? (working, school, family)
- 4) Any other additional information about the volunteer that you would like to have profiled.

All submissions must be received no later than March 2, 2018 by 4:30 p.m. to be considered for the 2018 Township of Puslinch Volunteer Appreciation Award.



Rules and Regulations

1. Decisions made by the Township of Puslinch are final.
2. One individual or group is chosen from the Township of Puslinch.
3. The recipient is chosen based on predetermined selection criteria.
4. All submissions will become the property of the Township of Puslinch and will not be returned to the nominator.
5. Each nomination **must** have: a completed Nomination Cover Sheet (included with this package) and the answers to the Nomination Criteria questions completed. Failure to include the Cover Sheet will result in disqualification.
6. Nominations can be **no longer than 3 pages** in length, excluding the Nomination Cover Sheet. (2 pages for Statement of Nomination, 1 page for biography) preferably in Microsoft Word or PDF format.
7. All nominations found to be incomplete or late will be disqualified.

Submission

Completed nomination forms can be emailed to the Township of Puslinch at admin@puslinch.ca. Alternatively, nominations can be faxed to 519-763-5846 or delivered to the Township of Puslinch, 7404 Wellington Road 34, Puslinch ON N0B 2J0. All submissions should be addressed with **Attention: Township of Puslinch, Volunteer Award.**

The Township of Puslinch will notify the winner and their nominator following the April 18, 2018 Council Meeting.

All submissions must be received no later than March 2, 2018 by 4:30 p.m. to be considered for the 2018 Township of Puslinch Volunteer Appreciation Award.

For more information, contact 519-763-1226 or admin@puslinch.ca.



2018 Township of Puslinch Volunteer Appreciation Award
Nomination Cover Sheet

Volunteer Nominee

Name: _____
Address: _____

Home Number: _____
Work Number: _____
Email Address: _____

Nominating Individuals or Organizations (2 nominators are required)

Name of Nominator (individual and/or organization):

Name of Nominator (individual and/or organization):

Address: _____

Address: _____

Telephone: _____

Telephone: _____

Email: _____

Email: _____

Declaration of Accuracy (to be completed by the nominator)

I have read the nomination rules, regulations and criteria and certify that they accurately describe my nominee's volunteer work. I agree that my nominee's voluntary work was not performed as a condition of salaried employment, or solely as a requirement of any educational or professional course. I also attest to the fact that the volunteer is aware and approves of this application.

Signed: _____

Name
(please print): _____

Date: _____

Nomination Package Checklist: Please ensure you have included all required pieces of the application package

- Nomination Cover Sheet – completed and signed
- Statement of Nomination (maximum 2 pages) – answering all nomination criteria questions
- Nominee Biography (maximum of 250 words)

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Personal Information collected on this form is used for the purpose of sending correspondence relating to matters before council. Your name, address, comments and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M56, as amended. Questions about this form should be directed to the Deputy Clerk at 519-763-1226 ext. 207

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact us for assistance at (519) 763-1226 ext. 207 or nlecic@puslinch.ca