CANADIAN COMMONWEALTH SPORT AWARDS

***SPORT DEVELOPMENT EXCELLENCE***

SPORTWORKS AWARD

2020 NOMINATION GUIDELINES & FORM

**NOMINATION Guidelines**

* Nominations should be as detailed as possible. Please include:
	+ current address of next of kin or preferred contact name if the nomination is made posthumous.
	+ reflection upon the character and conduct of the person or persons nominated.
	+ This information should be supported by two (2) letters of reference from exemplary individuals from the organization and/or community.
	+ Please provide a photo of the nominated person, if available.
	+ Please feel free to attach information as well as completing this form.
* All costs relating to the nomination are the responsibility of the nominator(s).
* Nominations must be emailed to kelly@commonwealthsport.ca **by APRIL 9, 2020.** *Only nominations received by this deadline will be considered – no exceptions.*
* All nomination packages will be acknowledged by reply email when received. If you do not receive this acknowledgement, please contact the CSC office staff with 48 hours of submission.
* Only completed nomination forms will be submitted to CSC’s Awards and Recognition Committee.
* CSC’s Awards & Recognition Committee is comprised of individual members from across Canada. In considering nominations, the Committee may:
* verify any information submitted
* seek further information on the nominee(s)

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| **SPORT DEVELOPMENT EXCELLENCE** *SportWORKS Award (formerly known as IDS (International Development for Sport):* An individual recognized for their exceptional contributions during their international or domestic placement with CSC. The award is presented to a SportWORKS Officer who has made a significant contribution to the development of sport. Recipient selection for this award is based on the nominee’s contribution to the development of sport (at any level) in Commonwealth countries around the world (including Canada), especially as it relates to CSC’s values of humanity, equality and destiny. **All candidates will be nominated and selected based on the following criteria:**1. *type(s) of program,*
2. *number of people/children affected*
3. *outcomes and impact project*
4. *legacy and sustainability of project*
5. *alignment of activities with CSC values*
6. *frequency and type of community & cultural engagement during placement*
7. *continued involvement in the Canadian Sport System*
8. *External Recognition*
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**GENERAL ELIGIBILITY**

* Individual Nominees must be a Canadian citizen
* Nominations will not be accepted for previous recipients of the same category.

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For further clarification, please contact Kelly Laframboise at 613-244-6868 x2 or by email at kelly@commonwealthsport.ca.

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***SPORT DEVELOPMENT EXCELLENCE***

SPORTWORKS AWARD

**2020** **NOMINATION FORM**

**INFORMATION ON NOMINATOR** *(anyone can submit a nomination, including yourself)*

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| --- | --- |
| **First Name:** | **Last Name:** |
| **Mailing Address:** |
| **Phone (work):** | **Phone (mobile):** | **Phone (home):** |
| **Email Address:** |

**INFORMATION ON NOMINEE *(person being nominated)***

|  |  |
| --- | --- |
| **First Name** | **Last Name** |
| **Mailing Address:** |
| **Phone (work)** | **Phone (mobile)** | **Phone (home)** |
| **Email Address:** |
| **Date, Place of Birth:** |
| **\*If deceased, please provide date of death:** |

**TYPE OF PROGRAM/PROJECT THE NOMINEE WORKED ON** (click all box(es) that apply)

[ ] Municipal

[ ] City Wide

[ ] Provincial

[ ] National

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| **Comment Box** |
| *Please use this space to comment, the box will expand as required* |

**NUMBER OF PEOPLE / KIDS AFFECTED** (click all box(es) that apply)

[ ] Less than 100

[ ] Between 100 and 500

[ ] More than 500

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| **Comment Box** |
| *Please use this space to comment, the box will expand as required* |

# OUTCOMES / IMPACT OF THE PROJECT (click all boxes that apply)

[ ] minimal influence/impact

[ ] moderate influence/impact

[ ] high influence, lasting impact within specific area

[ ] high influence, lasting impact multiple areas

[ ] extensive influence, lasting impact multiple areas, multiple related organizations

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| **Please comment on how the nominee has made a defining and lasting contribution to the Commonwealth Sport Movement in Canada and/or abroad.**  |
| *Please use this space to comment, the box will expand as required* |

**WHAT WAS/IS THE LEGACY AND SUSTAINABILITY OF PROJECT** (click all boxes that apply)

[ ] no legacy, program/project no longer exists

[ ] program/project still exists,

|  |
| --- |
| **Comment Box** |
| *Please use this space to comment, the box will expand as required* |

**ALIGNMENT OF ACTIVITIES WITH CSC VALUES** (click all boxes that apply)

[ ] NO alignment

[ ] YES, please explain how your work aligned with this CSC Value (Humanity, Equality and/or Destiny)

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| **Please comment on the nominee’s demonstration of exemplary values and personal characteristics.** |
| *Please use this space to comment, the box will expand as required* |

**FREQUENCY & TYPE OF COMMUNITY AND CULTURAL ENGAGEMENT DURING PLACEMENT**

[ ] Less than 5 times

[ ] Between 5 and 10 times

[ ] Over 10 times

|  |
| --- |
| **Comment Box** |
| *Please use this space to comment, the box will expand as required* |

**EXTERNAL RECOGNITION** (Awards where the nominee's contribution that was being recognized had a direct or indirect impact on the Commonwealth Games Movement and/or Development through Sport) **(click all boxes that apply)**

[ ] community

[ ] provincial/PSF

[ ] national/NSF

[ ] major domestic recognition

[ ] major international recognition

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| **List the major achievements and contributions of the nominated person which you feel merit consideration for CSC’s Canadian Commonwealth Sport Awards.** *Please include any hall of fame nominations and inductions, and all major sport awards and championships.* |
| *Please use this space to list achievements & contributions, the box will expand as required* |

**CONTINUED INVOLVEMENT IN THE CANADIAN SPORT SYSTEM**

[ ] volunteer involvement

[ ] paid job involvement

[ ] both volunteer & paid job

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| --- |
| **Provide general comments outside of achievements and results, which you feel will further support the nominated person's application.** |
| *Please use this space to comment, the box will expand as required* |