

# HALIFAX

**Nomination Deadline:**  
**Friday**  
**January 6, 2023**

## Volunteer Awards 2023 GROUP Award Nomination Form

Each year the Halifax Regional Municipality, the Mayor and Regional Council recognize the extraordinary contributions of individuals and groups who volunteer their time and skills to provide services and programs in our communities.

### **Nomination Criteria**

- The Group Volunteer Award is open for any volunteer group (a club, society, or association that is organized and operated without the purpose of making profit) that has made a significant impact on building stronger communities through services, programs, projects and/or events and delivers these in the region.
- This is a scored process, which means all areas of the nomination form must be completed and well explained. Nominations that are incomplete, inaccurate, late or do not comply with the below criteria may be not be accepted.
- Groups who meet the following criteria are eligible for a Volunteer Award:
  - Demonstrates initiative, leadership and creativity in service to others;
  - Has a plan for sustainability;
  - Shows successful partnerships or collaborations; and
  - Improves the overall quality of life of citizens and the community.
- It is important to illustrate the impact the group has had and capture as much of the group's history as possible.
- The group's volunteer efforts listed on this form must be voluntary and not part of their day to day employment functions.
- Volunteer groups that are nominated are eligible for an award in only one of the three categories. On the following form, please select the category that fits the group you are nominating.
  - Category 1: Community group with annual finances and grants under \$50,000
  - Category 2: Community group with annual finances and grants exceeding \$50,000
  - Category 3: Community youth group (youth volunteers up to 25 years old)
- The volunteer group cannot have received this award in the last 4 years. To find out if they have received the award, please call 902-456-9683.

### **Award Selection Process**

- All nominations are scored. One award is allotted for each of the three group categories.
- All nominees and award recipients are presented to Executive Standing Committee of Council for final approval.
- All nominees will receive a letter, either to thank them for their community contribution, or inviting them to the Volunteer Awards Ceremony in April to receive a certificate from the Mayor and Council.
- The selected group from each category will be notified if they have been selected to receive an award mid-March. Two representatives from the selected groups may attend to accept the award.

## Volunteer Awards 2023 – Group Nomination Form – page 2

### Nominator's Information

Nominator's Name:

Address:

City:

Postal Code:

Nominator's Phone:(h)

(work or cell)

Email Address:

How did you hear about these awards?

Signature:

Date:

### Volunteer Group's Information

**Nomination Category:**

Please select only one

Category 1: Community group with annual finances and grants under \$50,000

Category 2: Community group with annual finances and grants exceeding \$50,000

Category 3: Community youth group (youth volunteers up to 25 years old)

Name of Group:

(as it will appear on certificate)

Address:

City:

Postal Code:

Group Contact's Phone: (h)

(work or cell)

Email Address:

### Volunteer Group History

1. How long has the group been in operation?
2. How many volunteers are involved in the group?
3. Average number of hours in a given month volunteered by all volunteers in the group:

**Group's Contribution – please write in point form**

4. Describe the purpose of the group and who they serve.

5. Describe the group's contributions and how they have demonstrated initiative, leadership and creativity.

If you need more space, please attach a sheet with this nomination form.

**Group's Impact - please write in point form**

6. Describe the difference this volunteer group has made in the community through its services, projects, programs and/or events. Who has been affected and how? What changes occurred that had an impact on the community?

If you need more space, please attach a sheet with this nomination form.

**Sustainability – please write in point form**

7. Describe the plans this group has in place to ensure that its work (ie. services, projects, programs, events, partnerships, etc.) will carry on into the future.

If you need more space, please attach a sheet with this nomination form.

**Partnerships – write in point form**

8. What types of partnerships or community collaborations has the Group been involved with? What was the reason to partner or collaborate? What was the result?

If you need more space, please attach a sheet with this nomination form.

9. What sets this volunteer group apart from others?

If you need more space, please attach a sheet with this nomination form.

### Brief Summary to be read at the Ceremony (1-2 sentences only)

Please provide a brief summary that highlights this volunteer group's contribution, which can be read during the ceremony to inform others of their accomplishments.

“In accordance with Section 485 of the Municipal Government Act (MGA), the personal information collected on this form will only be used for purposes relating to the Volunteer Award's nomination, selection and announcement process or as otherwise consented to herein. If you have any questions about the collection and use of this information, please contact the municipal Access and Privacy Office at 902-490-4390 or [accessandprivacy@halifax.ca](mailto:accessandprivacy@halifax.ca) “

**Please submit your nomination by or on Friday, January 6, 2023.**

**MAIL:**

Volunteer Awards 2023  
Milo Gray  
Findlay Community Centre  
26 Elliot Street Dartmouth, NS  
B2Y 1S5

**DROP OFF:**

Milo Gray  
Findlay Community Centre  
26 Elliot Street Dartmouth, NS  
B2Y 1S5

**FOR MORE INFO:**

Milo Gray  
PHONE: 902-225-5806  
EMAIL: [milo.gray@halifax.ca](mailto:milo.gray@halifax.ca)

On behalf of Halifax Regional Municipality we would like to thank you in advance for taking the time to nominate a deserving volunteer from your community.