

Award Information

To recognize individuals and groups for superlative volunteer contributions and volunteer management in their communities and to the province of Ontario.

Who is eligible?

The award has two (2) categories:

Outstanding Volunteer Award

Recognizes an individual or group for their commitment to volunteering and longstanding service to their community. Up to 20 individuals and/or groups receive this award each year.

Excellence in Volunteer Management Award

Recognizes an individual or group from an organization that is incorporated as a not for-profit corporation or registered as a charity with Canada Revenue Agency for their achievement in identifying, strengthening, and maximizing volunteer involvement for the purpose of improving the quality of life of individuals and their communities. Up to five individuals and/or groups receive this award each year.

Your nominee must be:

- An individual or a group.
- A resident of Ontario.
- A living person or an existing institution.

Nominations will not be accepted if they are self-nominated or for elected federal, provincial, municipal representatives while in office or political appointees.

How are the recipients selected?

An independent selection committee appointed by the Minister of Heritage, Sport, Tourism and Culture Industries reviews all nominations and recommends the candidates.

When are the awards presented?

The Minister presents the awards at a special recognition ceremony in Toronto.

Required Information

- Nominee name and contact information (address, telephone number, email etc...)
 - If nominee is a group, provide a group contact
- A detailed description why your nominee should receive the award
- **Two signed testimonial letters** from two separate individuals who have direct knowledge of the value and impact of the nominee's achievement and who support the nomination. Digital signatures or a scanned copy of the signed letter are accepted
- Supporting documents (optional) such as supplementary testimonials, publications, media stories, etc.

For the deadline date, please visit www.ontario.ca/honoursandawards or contact the Volunteer Recognition Unit:

Telephone: 416-326-0206

Toll Free: 1-833-986-4022

VRS: 437-538-4850

Email: OntarioVolunteerServiceAwards@ontario.ca

Instructions

For the deadline date, please visit www.ontario.ca/honoursandawards or contact the Volunteer Recognition Unit.

Nominations are not accepted by email. Please send completed forms to the following address:

Volunteer Recognition Unit

Ministry of Citizenship and Multiculturalism
1075 Bay St, 7th Floor
Toronto, ON M5S 2B1

Telephone: 416-326-0206

Toll Free: 1-833-986-4022

VRS: 437-538-4850

Email: OntarioVolunteerServiceAwards@ontario.ca

Website: www.ontario.ca/honoursandawards

Your comments regarding the form and process are welcome. Please email your comments directly to us at the above email address.

Nominee Information - Step 1 of 6

Award Category

☐ Outstanding Volunteer Award (Individual)

☐ Outstanding Volunteer Award (Group) Group Name _____

☐ Excellence in Volunteer Management Award (Individual)

☐ Excellence in Volunteer Management Award (Group) Group Name _____

Nominee or Group Contact

Form of address (e.g. Dr., Honourable, Sargent, Reverend, Elder)

First Name

Last Name

Name of Organization

Position/Title

Address

Address Type

☐ Home

☐ Business

Street No.

No. Suffix

Street Name

Street Type

Street Direction

Unit/Suite/Apt

Delivery Mode

☐ General Delivery

☐ Mobile Route

☐ Post Office Box

PO Box (e.g., 123456)

Rural Route No. (e.g., 123456)

☐ Rural Route

☐ Suburban Service

City

Province

Postal Code (e.g., M7A2R9)

Primary Telephone Number (e.g., 555-555-5555 x555)

Alternate Telephone Number (e.g., 555-555-5555 x555)

Email (e.g. email@address.com)

Preferred Language of Communication

☐ English

☐ French

Achievement Description - Step 2 of 6

Provide a detailed description of the reason(s) why your nominee(s) should be considered for this award. This should include evidence and clear examples of what makes your nominee exceptional. For example:

- Impact the achievement has had in the community and/or province
 - Extraordinary circumstances or challenges the nominee faced
 - Best practices in volunteer management to identify, strengthen, and maximize volunteer involvement
 - Ongoing leadership and dedication
 - When the achievement was initiated and completed
 - Relevant background or related historical information
 - How long you have known the nominee(s)
-

Write the detailed description in the area below. Maximum 8,000 characters (including spaces and punctuations)

Testimonial Writers - Step 3 of 6

Testimonial Writer 1 - Include the signed testimonial with this nomination form.

Form of address (e.g. Dr., Honourable, Sargent, Reverend, Elder)

First Name	Last Name
Name of Organization	Position/Title
Primary Telephone Number (e.g., 555-555-5555 x555)	Alternate Telephone Number (e.g., 555-555-5555 x555)
Email (e.g. email@address.com)	

Testimonial Writer 2 - Include the signed testimonial with this nomination form.

Form of address (e.g. Dr., Honourable, Sargent, Reverend, Elder)

First Name	Last Name
Name of Organization	Position/Title
Primary Telephone Number (e.g., 555-555-5555 x555)	Alternate Telephone Number (e.g., 555-555-5555 x555)
Email (e.g. email@address.com)	

Optional Supporting Material - Step 4 of 6

Supporting documents enhance the nomination by provide relevant additional information and examples that demonstrate your nominee's achievement(s). Examples may include supplementary testimonials, media articles, resumes, certificates, etc.

1. Supporting Material - *Provide a short description of the material here.*

2. Supporting Material

3. Supporting Material

4. Supporting Material

5. Supporting Material

6. Supporting Material

Nominator Details - Step 5 of 6

Form of address (e.g. Dr., Honourable, Sargent, Reverend, Elder)

First Name	Last Name
Name of Organization	Position/Title

Address
Address Type
☐ Home ☐ Business

Street No.	No. Suffix	Street Name	Street Type	Street Direction	Unit/Suite/Apt
Delivery Mode <input type="checkbox"/> General Delivery <input type="checkbox"/> Mobile Route <input type="checkbox"/> Post Office Box <input type="checkbox"/> Rural Route <input type="checkbox"/> Suburban Service			PO Box (e.g., 123456)	Rural Route No. (e.g., 123456)	
City		Province		Postal Code (e.g., M7A2R9)	
Primary Telephone Number (e.g., 555-555-5555 x555)			Alternate Telephone Number (e.g., 555-555-5555 x555)		
Email (e.g. email@address.com)					

Preferred Language of Communication ☐ English ☐ French

Declaration - Step 6 of 6

The Ontario government is committed to ensuring the privacy of your personal information. In accordance with subsection 39(2) of the *Ontario Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.F.31, the personal information collected on this form is necessary to the proper administration of the **June Callwood Outstanding Achievement Award for Voluntarism** which is a program that is consistent with the mandate of the Ministry prescribed under s. 4 of the *Ministry of Citizenship and Culture Act*, R.S.O. 1990, c. M.18. The personal information collected are used solely for the determination of nominee's eligibility and review and recommendation by the selection body.

The personal information collected in this nomination package belongs in perpetuity to the nominator and cannot be shared for purposes other than the administration of the program without express written consent of the nominator.

For further information, please contact:

Manager, Volunteer Recognition Unit
Ministry of Citizenship and Multiculturalism
Telephone: 416-326-0206 (toll free: 1-833-986-4022)
1075 Bay St, 7th Floor
Toronto, ON M5S 2B1

Nominator Signature	Date
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