



## **Pride of Strathcona Awards CRITERIA and PROGRAM PROCEDURES**

### **PURPOSE**

Strathcona County will hold an annual awards program, the Pride of Strathcona Awards, aimed at fostering pride in the community by recognizing citizens for outstanding achievements and contributions.

### **AWARD CATEGORIES**

<b>Category</b>	<b>Purpose</b>
<b>Community Service</b>	<p><b>To recognize an individual's outstanding contributions and achievements that have improved the quality of life for others</b></p> <ul style="list-style-type: none"> <li>May include volunteerism, good citizenship, humanitarian efforts, and environmental protection and stewardship</li> </ul>
<b>Arts, Culture and Heritage</b>	<p><b>To recognize an individual's outstanding achievements or contributions in literary, visual, performing, film or video arts; or in preserving and sharing local culture and history</b></p>
<b>Agricultural Leadership</b>	<p><b>To recognize an individual's outstanding contributions and achievements in agricultural stewardship, innovation and promotion</b></p>
<b>Professional Achievement</b>	<p><b>To recognize an individual's outstanding achievements or contributions in a professional capacity</b></p> <ul style="list-style-type: none"> <li>Refers to all occupations, professions or business pursuits</li> </ul>
<b>Sports and Recreation Development</b>	<p><b>To recognize an individual who has made significant contributions to recreation and sports as a leader, mentor or volunteer, fostering healthy life skills and good sportsmanship</b></p>
<b>Heroism</b>	<p><b>To recognize individuals for a courageous act of heroism or bravery</b></p> <ul style="list-style-type: none"> <li>Not intended to recognize individuals responding in a professional capacity</li> </ul>

Category	Purpose
<b>Youth</b>	<p><b>To recognize an individual, 21 years or younger at time of nomination, who has made significant contributions that have brought recognition to Strathcona County or improved our quality of life</b></p> <ul style="list-style-type: none"> <li>Focus is on volunteer and community contributions, not academic achievement</li> </ul>
<b>Service to Seniors</b>	<p><b>To recognize an individual whose exceptional achievements or contributions have significantly benefited the quality of life for seniors living in Strathcona County</b></p>
<b>Outstanding Group</b>	<p><b>To recognize a non-profit organization or community association for its outstanding and long-lasting contributions to make Strathcona County a thriving, dynamic, caring and safe community</b></p>
<b>Athletic Achievement</b>	<p><b>To recognize individual athletes or teams for outstanding achievement in competition at national or international levels</b></p> <p>Athletes nominated who have achieved the following – either in the year prior, or up until the current award year nomination deadline – are selected to receive an Athletic Achievement award:</p> <ul style="list-style-type: none"> <li>first-, second- or third- place overall standing at a national competition or championship, or</li> <li>first-, second- or third-place overall standing at an international competition or championship</li> </ul> <p><b>Note:</b></p> <p><i>National</i> refers to competitions or championships that involve Alberta and at least one other province or territory.</p> <p><i>International</i> refers to competitions that involve Canada and at least one other country.</p> <ul style="list-style-type: none"> <li>Not intended to recognize placing first-, second- or third- place in qualifying or trial competitions and events</li> </ul>

Mayor's Award	Purpose
<ul style="list-style-type: none"> <li>Selected from all eligible nominations</li> </ul>	<p><b>To recognize an individual, group or team for the contribution or achievement that merits the highest civic recognition from Strathcona County.</b></p> <p>The Mayor's Award recipient is likely to have:</p> <ul style="list-style-type: none"> <li>demonstrated achievement or contribution of a lasting nature</li> <li>attained a level of excellence recognized beyond Strathcona County</li> </ul>

## **AWARDS SELECTION**

1. A maximum of two awards may be presented in a category in any year, except for the Mayor's Award, of which only one will be presented, and for Athletic Achievement for which there potentially could be more than two.

There may not necessarily be an award presented in every category (dependent on nominations submitted and selection results).

2. The Mayor's Award recipient is selected from all eligible nominations. The Mayor's Award recipient receives only this award, and is not recognized in any other award category.
3. Overall through their contribution and achievements, award recipients will have likely:
  - demonstrated exceptional effort, dedication, initiative, creativity or leadership
  - enhanced the quality and well-being of our community
  - brought recognition to our community
4. Awards may be presented for a single achievement or contribution, or for those occurring over an extended period of time.

## **ELIGIBILITY**

1. Any current resident of Strathcona County is eligible.
2. Former residents may receive awards provided they are being nominated for achievements or contributions that took place at the time they lived in the County, and that they have lived in the County within the last three years.
3. To qualify for awards, groups or teams must be based in Strathcona County and the majority of members must live in the County.
4. Individuals who live in Strathcona County and participate in groups or teams not based in the County are eligible to receive awards as individuals.
5. Nominees may be professionals, amateurs or volunteers.
6. Strathcona County employees are not eligible to receive an award recognizing their work at the County. One exception: If the employee, as part of their County role, is a member of a community organizing committee (e.g. hosting a large event), they may be recognized as part of that group.

Strathcona County employees are eligible to receive an award for contributions or achievements they have accomplished outside their work as a Strathcona County employee.

7. Elected officials currently serving with any order of government are not eligible.
8. Recipients can be recognized posthumously.

## NOMINATION REQUIREMENTS

1. Nominations are accepted from members of the public.
  2. Immediate family may not nominate family members. Extended family may nominate family members (e.g., aunt, cousin, grandparent).
  3. Nominations and/or Letters of Endorsement may not be accepted from current members of Priorities Committee/County Council.
  4. The nominator is responsible to ensure the nomination is complete. This includes:
    - ☐ **Completed nomination form** (online, paper copy, brochure form formats)
      - Awards category for which the nomination is being submitted
      - Nominee name, contact information, signature and date
      - Nominator name, contact information, signature and date
      - “Signatures in Support” - Name, contact information and signature of three people who are familiar with nominee and are in support of the nomination
    - ☐ **Nomination Information** provided in a separate attachment that answers these points (to be listed on nomination form).
      - 1) Describe the positive impact the nominee has made, providing specific examples of how the actions of the nominee have improved or benefited our community.
      - 2) Describe how the nominee has demonstrated exceptional effort, initiative, creativity or leadership.
      - 3) Describe how the nominee serves as a role model for others in the community, how they inspire others or how they are an ambassador for Strathcona County.
      - 4) Indicate an approximate amount of hours and number of years the nominee has dedicated to the contribution or achievement.
      - 5) Strathcona County’s vision is to become “Canada’s most livable community.” Describe how the nominee’s contribution or achievement helps to move our community toward this.
- Note:** Nominations for the Athletic Achievement category require additional information be included: Name of the competition or championship, class or division, date, location and organizing body.
- ☐ One **Letter of Endorsement** from and signed by an individual other than the nominator. The letter should not exceed one page, and should elaborate on the nominee’s achievements or contributions.
  - ☐ **Optional:** Nominations submissions may also include added background materials such as news clippings, photos or videos that support the nomination.

5. Completed nominations may be mailed or delivered, scanned and sent via email, or completed through the online form with attachments.
6. Late nominations will not be accepted.
7. Nominations may not be carried over to another year. If a nominee is not selected, the nominator may resubmit the nomination in future years.
8. Nominations are invited each year and advertised through various channels. The deadline for nominations is determined annually.

## **AWARDS SELECTION PROCESS**

1. The Communications department will receive all nominations, and record the date and time that they are received.
2. The Communications department will prepare an awards selection package containing all the submitted nominations (including any covering emails) for each member of the Priorities Committee.
3. Each member of Priorities Committee will review the nominations and complete a **Rating and Evaluation Sheet** (sample enclosed) for each nomination to help weigh the nomination and support "selection" decision-making.
4. Priorities Committee will consider each nominee only on the basis of that contained within the completed nomination.
5. County staff will answer questions and provide general advice about the awards program, but will not provide comment on the award recipient selection.
6. If Priorities Committee believes the nomination is more appropriate in a different category than that specified by the nominator, it may determine the category at its discretion.
7. The Pride Organizing Committee (made up of Communications and Mayor's Office staff) will coordinate:
  - Notification to all nominators by Letter from the Mayor advising whether their nominee has been selected for an award (reasons why a nominee was not chosen will not be provided).
  - Notification to all award recipients by Letter from the Mayor, with enclosures of Certificate of Appreciation and event program details.
  - Notification to all nominees not selected by Letter from the Mayor, with enclosure of Certificate of Appreciation.

## **AWARD PRESENTATIONS**

The list of recipients will be publicized along with an invitation for the public to attend the Pride of Strathcona Awards event.

## Pride of Strathcona Awards Rating and Evaluation Sheet



**Nominee:**

**Nomination category:**

COMPONENTS  Rate to what extent the nominee has demonstrated the following as it relates to their nomination category.	Not identified	Below average	Average	Above average	Good	Excellent
<b>Positive Impact</b> Level of benefit or gain for the community	0	1	2	3	4	5
<b>Excellence</b> Exceptional effort, initiative, creativity or leadership	0	1	2	3	4	5
<b>Role Model</b> An inspiration for others - a community ambassador	0	1	2	3	4	5
<b>Time investment and dedication</b> Giving of one's time and significant dedication to the cause or interest	0	1	2	3	4	5
<b>Furthering our vision</b> Contributes to Strathcona County becoming "Canada's most livable community"	0	1	2	3	4	5
<b>TOTAL SCORE</b>						

**Evaluator's notes - optional:**
