



Nomination Guidelines

Nominees must live or work in the city of Vancouver, or their achievements or the service or benefits they provided must benefit a community in the city of Vancouver. All nominees must consent in writing to the nomination. The achievement, service or benefit does not have to be accomplished in the year previous to the award date.

Self-nominations will not be accepted. Nominators may nominate only one candidate per year and cannot be related to this candidate.

The deadline for receiving nominations is Tuesday, April 12.

The awards will be adjudicated by an independent panel of jury members. The jury's decisions are final and are based solely on the information specified in the nomination process and submitted in the nomination package. Documents will not be returned. Only complete packages will be forwarded for judging.

The jury reserves the right to withhold an award in any particular year. Nominees are eligible for re-nomination in subsequent years; however, an updated application must be submitted.

The selection of award recipients will be based only on the information provided in the documents specified. No other material will be considered.

Completed nomination packages must include:

- A description (500 words or less) of the nominee's significant achievement, service or benefit in the category selected, and a description of the nature and impact of the activities involved (including a clear distinction between paid and unpaid/voluntary activities).
- A one-page biography of the person nominated, or a short profile of the organization.
- Two additional letters of support for the nomination.
- A completed nomination form

All submissions should be on 8-1/2" x 11" paper, single-sided, without staples, binders or folders.

To mail or deliver the nomination package, or for more information on these awards, please contact:

**Equal Employment
Opportunity Program**
 Vancouver City Hall
 453 West 12th Avenue
 Vancouver, BC V5Y 1V4
Phone: 604.873.7786
TTY: 604.873.7001
Web: vancouver.ca/eoo



Access & Inclusion AWARDS 2011





The City of Vancouver is committed to the principles of accessibility, inclusion, diversity and equity. The Access and Inclusion Awards recognize individuals and organizations that demonstrate leadership and commitment to enhancing accessibility, inclusion, universality, and the elimination of any barriers that may impede full participation of persons with any type of disability in community life. The City also recognizes that improvements in accessibility and inclusion ultimately benefit all community members.

access
inclusion
diversity
equity



Awards

There will be two categories of awards: Individual and Organization. There will also be an honorary mention of “Exceptional Merit” for both an individual and organization. Eligible organizations include non-profit organizations, groups or service clubs, educational institutions, hospitals, government departments, unions, professional and trade associations, media organizations, public or private corporations, and similar organizations.

Examples of activities that foster greater accessibility, inclusion and universality can be found on the Access and Inclusion Awards website: vancouver.ca/eo

You may also contact the EEO office at: **604.873.7786** or e-mail: eeo@vancouver.ca

The recipients of the award will be honoured by Vancouver City Council with the presentation of the award and a certificate of merit. A record of the recipient’s name will also be maintained at a permanent site.



Selection Criteria

Selection will be made by an independent panel of jury members, on the basis of the following criteria:

SCOPE: the range of activities and breadth of influence or inspiration the achievement has on people, organizations or the community.

ACHIEVEMENT: the significance of the achievement itself. Consideration will be given to creativity, innovation, and general significance of the activity for individuals and/or the community.

IMPACT: the potential for fundamental and lasting positive change for individuals, organizations, the community or otherwise.

METHOD: the manner in which the activities were performed, for example, with creativity, innovation, consultation and collaboration.