

2007 / 2008 Award of Excellence Nomination Form

PART 1: AWARD NOMINATION by Third-party

Name of Nominator:

Address:

City:

Province:

Postal Code:

Telephone:

Fax Number:

E-Mail Address:

Briefly explain why you are nominating this group or organization?

PART 2a : AWARD NOMINATION by Organization (Self-nominated)

Name of Organization:

Name of President or Board Chair:

Name of Executive Director or Chief Executive Officer:

Name of Contact Person for this Project/Initiative:

Address:

City:

Province:

Postal Code:

Telephone:

Fax Number:

E-mail Address:

Website Address:

Is your organization a registered charity? Yes No

<p>What year was the organization founded?</p>	<p>What is the organization's total budget?</p>	<p>What percentage of your workforce is comprised of racial minorities and Aboriginal peoples?</p>
<p>How are racial minorities and/or Aboriginal people involved in your organization and in the design, implementation and/or evaluation of the nominated initiative?</p>		
<p>Describe your organization's past and current programs and activities in the areas of race relations/anti-racism (please attach a brochure, annual report or summary of activities). What portion of the organization's current total budget is allocated to anti-racism initiatives?</p>		
<p>Please provide two references letters. These should be individuals who can comment on your Best Practice initiative. Please note these should not be or officers/employees of your organization. Please also list the references below.</p> <p>Name: _____ Position: _____</p> <p>Organization: _____ Telephone: _____</p> <p>Letter of Reference Attached <input type="checkbox"/></p> <p>Name: _____ Position: _____</p> <p>Organization: _____ Telephone: _____</p> <p>Letter of Reference Attached <input type="checkbox"/></p>		

PART 2b : AWARD NOMINATION by Youth Group or Collective not Affiliated to any Organization (Self-nominated)

Name:	As of February 1, 2008 I am 29 years of age or under. Yes <input type="checkbox"/> No <input type="checkbox"/>
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Address:

City	Province	Postal Code
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Telephone:	Fax:
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Email:	Website (if applicable):
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What year did your initiative take place?	What is the total budget of the initiative you are nominating?
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How has this initiative been sustained? If so, for how long and what does it look like today?

How did your initiative involve marginalized groups and/or an intersectionality of oppressions? How did you work together to achieve your goals?

Describe your past and current activities in the area of race relations/anti-racism.

Please provide two references letters. These should be individuals who can comment on your Best Practice initiative. Please also list the references below.

Name:	Position:
Organization:	Telephone:
Letter of Reference Attached <input type="checkbox"/>	
Name:	Position:
Organization:	Telephone:
Letter of Reference Attached <input type="checkbox"/>	

PART 3: BEST PRACTICE INFORMATION

Title of Best Practice:

Please indicate the geographic scope of your initiative:

National Regional Provincial Local

What sector are you applying under? Check the brochure for the one that best applies.

Aboriginal Community Corporate
Education Government / Public Youth

What is the target audience of this initiative? Please be specific, e.g. children, youth, teachers, employees, general public, etc.

What year did this initiative start?

What is the total budget of the Best Practice initiative that you are nominating?

If you or your organization is selected as winner of the \$10,000 over-all prize and/or category winners how will you use the money? How will you acknowledge the Canadian Race Relations Foundation? Please note that the corporate, government/public must specify an anti-racism initiative, or non-profit organization working in the field of race relations as the recipient of the cash award.

CRRF Vision and Mission

“The Canadian Race Relations Foundation aims to bring about a more harmonious Canada, which acknowledges its racist past, recognizes the pervasiveness of racism today, and is committed to a future in which all Canadians are treated equitably and fairly.

The foundation is committed to building a national framework for the fight against racism in Canadian society. We will shed light on the causes and manifestations of racism; provide independent, outspoken national leadership; and act as a resource and facilitator in the pursuit of equity, fairness and social justice.”

How will your initiative further the mandate and mission of the Foundation?

Sharing Best Practice

If you were to conduct a workshop or make a presentation about your initiative, what would the focus be? What information would you share (e.g. model, strategy, approach, etc.)

Would you be interested in presenting this information at a CRRF sponsored event?

Yes No

If the CRRF were to collaborate with you or your organization in a mentorship program, how would you 'mentor' other individuals or organizations in the work that you do?

If you were to win an Award, would you be interested in a CRRF mentorship initiative?

Yes No

PART 4: BEST PRACTICE REPORT

In a separate document, describe the Best Practice (program / project / initiative). This description must be a maximum of five pages in length (12-point font with one-inch margins). Please ensure that your description addresses the awards criteria (Appendix 1) and the 'Considerations for a Winning Submission' (Appendix 2). Organize the paper using the following six sub-headings:

1. Fact Sheet including an Abstract of the Best Practice (250 word summary)
 - Date Initiated
 - Goal of the Best Practice
 - Results or Impacts on People and/or Organization
 - Abstract
2. Background / Context
 - What were the underlying circumstances that lead to the initiative?
 - What was the main problem/issue to be addressed?
3. Challenges
 - What have been the major challenges in the implementation of your Best Practice?
4. Best Practice
 - What is your best practice?
5. Outcomes / Impact
 - What is the outcome or impact? How has the Best Practice effected individual or systemic change? (Attach evaluations, if available)
6. Conclusion

PART 4: DECLARATION

Award winners will be notified, following the decision of the Awards Jury. All submissions and any attachments become the property of the Canadian Race Relations Foundation; cannot be returned, and may be publicized as part of the Award of Excellence Program. The decisions of the Awards Jury shall be final.

The Canadian Race Relations Foundation promotes the principle that "all individuals should have an equal opportunity to make for themselves the lives that they are able and wish to have, consistent with their duties and obligations as members of society, without being hindered in or prevented from doing so by discriminatory practices based on race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability or conviction for an offence for which a pardon has been granted" (Canadian Human Rights Act). Only individuals and organizations who subscribe to these principles are eligible for nomination.

The Canadian Race Relations Foundation requires that organizations who win an award prominently feature the visible recognition of the Award of Excellence Program in all materials, publications and programs of works or performances related to the Best Practice nominated. Such recognition must be commensurate with that given to corporate or other sponsors or donors.

"I have read the above statements and I declare that all information provided is true to the best of my knowledge."

Name (Print): _____

Signature of authorized official (where applicable, e.g. Chair, President, Executive Director):

Position: _____ Witness: _____

Date: _____ Date: _____

PART 5: APPLICATION CHECKLIST

Please complete the following checklist, ensuring that your application is complete and eligible.

- All sections of this Nomination Form are complete. The Form is signed.
- The Best Practice Report is no more than five pages and includes an abstract.
- Two letters of support are attached.
- The Final Submission includes one printed original copy and five electronic copies (on a CD Rom) of each of the following files:
 1. Completed Nomination Form (Word Perfect)
 2. Best Practice Report (Word Perfect)
 3. Letters of Support (PDF)

Note: Any supporting materials can sent be in its original form or copied to a CD Rom

Deadline: The Submission must be received in the CRRF office by 5:00 p.m. on Monday January 14, 2008.

Please send all the information to :

Secretary, Awards Jury
Canadian Race Relations Foundation
4576 Yonge Street, Suite 701, Toronto, Ontario M2N 6N4
Telephone: 1-888-240-4936 (toll free)
Telephone: 416-952-3500 (local)
Fax: 1-888-399-0333 (toll free)

Appendix 1: AoE BEST PRACTICE CRITERIA

This is the evaluation criteria that will be used to review the submissions for Award of Excellence Best Practice.

- Impact** – The Best Practice demonstrates a positive and tangible impact on improving the living, working, educational, social, or economic environments of all people, and specifically racialized minorities and Aboriginal peoples.
- Education**– The Best Practice involves a shared learning of experiences, knowledge or skills that enhances an individual or collective understanding or response to issues of (in)equity, (ex)inclusion, human rights, and (anti)racism.
- Anti-Racism Principles** – The Best Practice enhances a critical understanding of racism, racial discrimination and the intersectionality of oppressions, exposes the causes and manifestations of racism, and informs the public contrary to popular misconceptions, about groups affected by racism and racial discrimination.
- Tangible Outcomes & Effects Change** – The Best Practice is results oriented and demonstrates specific outcomes that are tangible and effects individual and systemic change.
- Innovative & Creative** – The Best Practice goes beyond the basic mandate of an organization to respect diversity and adhere to human rights and advances the issues to a higher level, involves ‘out-of-the box’ thinking, and is innovative/creative in its approach and delivery.
- Leadership & Empowerment** – The Best Practice enhances leadership ‘against all odds’, inspires action and empowers others.
- Partnerships** – The Best Practice involves partnerships and cooperation within, and/or between the public, private, institutional and civic sectors of society and includes Aboriginal peoples, racialized minorities, and marginalized groups in the design and implementation of the initiative.
- Sustainability** – The Best Practice is an integral part of a program, policy, or initiative that has been in place for a minimum of two years, is adequately funded and entrenched in the organization, and/or has been replicated in another jurisdiction.
- Commitment** – The Best Practice reflects an individual(s) / group / organization deeply committed to addressing racism in all its forms, and has demonstrated a consistent track record in the field.