



Community Service Award Nomination Process

The Michael Fullan Community Service Awards

The Michael Fullan Community Service Awards are open to all and will be annually bestowed to individuals to recognize achievement in the human services sector and meaningful service to a local community within the Archdiocese of Toronto.

Each awardee will receive a Certificate of Recognition signed by the Archbishop of Toronto and the Executive Director of Catholic Charities, plus a monetary reward of \$1,000.

Eligibility Criteria

- Could either be a paid employee of an organization in the community or a community volunteer in good standing
- Resides, works, or studies within the geographic area of the Archdiocese of Toronto
- Must be nominated by a community member or an organization

Categories

- a. Community Service Award for an individual who has more than ten years of experience in the human services sector and made an outstanding contribution to the sector and/or a local community
- b. Community Service Award for a child or youth up to 29 years of age who has shown commitment to serve a local community and made an impactful contribution to the community's wellbeing
- c. Community Service Award to an individual who had made an exceptional difference to a minority community

Nomination and Selection Process

- Any community member, including staff or a volunteer of community agencies as well as a member of local groups and churches, can nominate by completing a nomination form to be submitted to Catholic Charities by April 30th each year either via email or regular post. (Refer to Attachment 1 for the form.)
- These nomination forms will be reviewed by the Scholarships and Awards Committee of the Catholic Charities Board of Directors to determine the qualified candidates for each award category between the months of June and July.
- The Committee will shortlist at least two qualified candidates for each award category.
- The Committee will select one awardee per category and endorse the successful candidates to the CCAT Board by the third Thursday of September.
- Michael Fullan or a designated family member will be consulted in the awardee selection process.

Recognition

- The successful candidates will be informed by September 25th and will be expected to attend an awarding ceremony at a date determined by Catholic Charities, which will be recorded and posted on CCAT social media platforms and newsletter.
- The list of awardees and their contributions will be posted on CCAT social media platforms.
- A brief write-up on each awardee and service to the community will be published on the CCAT website and CCAT Newsletter.

Administrative Considerations:

Frequency:

Annually

Deadline for Nomination:

April 30th

Contact:

Kaye Quan - kquan@ccat.ca



THE MICHAEL FULLAN COMMUNITY SERVICE AWARD

NOMINATION FORM

Please ensure you have informed the nominee that you are putting forward this nomination.

Indicate the Category: _____

Name of Individual to be nominated (Please provide full name):

Address: _____

Email: _____ Phone: _____

Nominated by: _____

Address: _____

Email: _____ Phone: _____

Please provide background information on the nominee (including community groups or organizations the nominee is involved with as well as a description of the special skills or qualities, e.g., the ability to lead and inspire others).

Please outline the nominee's achievements or contributions to the community (including the initiatives and groups started or assisted by the nominee; results and impact of the nominee's efforts; and other awards received, if any).

List three reasons why you feel this individual is deserving of this award

Please provide details or examples on how the nominee meets each of the selection criteria. Kindly ensure that you provide information and enclose documents that will support how the nominee meets the selection criteria. This will assist the Committee in reaching an informed decision.

Selection Criteria
1. Commitment to the mission and social justice teachings of the Catholic Church
2. Relevance of the contribution to the community's/group's existing or emerging needs
3. Impact of the service in terms of alleviating a community problem or benefits derived by community members within the Archdiocese of Toronto
4. Outstanding determination and innovative thinking to solve challenges faced by the targeted group/community
5. Leadership qualities in inspiring community members to collectively work and introduce meaningful change
6. Resourcefulness in securing various community resources to achieve the intended objective

Please submit this form to info@ccat.ca by April 30 of this calendar year.

Signature: _____

Date: _____