

# 2011

## *Co-operative Spirit Awards*

Here is your opportunity to...

recognize  
best practices and innovation

highlight  
the importance of youth leadership and mentorship

acknowledge  
the contributions made by Ontario co-operators



The Co-operative Spirit Recognition Awards is a project of the Ontario Co-operative Association.

Visit the Spirit Awards YouTube channel!



# 2011

Co-operative Spirit Awards



## KEY DATES

**MARCH 1, 2011**

Spirit Award  
Nominations open.

**JUNE 1, 2011**

Spirit Award  
Nominations close.  
To be considered,  
nomination packages  
must be received  
*complete* at the  
On Co-op offices  
by this date.

**OCTOBER 19, 2011**

Awards are presented  
during the Spirit  
Recognition Award  
banquet and ceremony  
at the Royal Botanical  
Gardens, Burlington.

Ontario's co-operative sector encompasses **1,300** organizations, with more than **1,900** locations in **400** communities. The Ontario movement has **15,500** staff, **10,000** board members and **39,000** volunteers. **Who in your co-op network should be recognized with a Spirit Award this year?**

## award categories

### **DISTINGUISHED CO-OPERATOR**

Honours those who make (or have made) notable contributions to the success of Ontario co-operatives and/or credit unions or have played a role in the heritage and evolution of Ontario co-ops/credit unions. *Awarded to individuals.*

### **CO-OPERATIVE YOUTH MENTOR**

Recognizes the commitment and achievements of individuals or organizations in mentoring youth and supporting their successes as young co-operative leaders. *Awarded to individuals and organizations.*

### **CO-OPERATIVE INNOVATOR**

Recognizes the recent contribution to a community through co-operative or credit union initiatives. *Awarded to individuals and organizations.*

### **CO-OPERATIVE YOUTH LEADER**

Identifies young people (30 years of age or younger) who have made significant contributions to or within Ontario co-operatives and/or credit unions. *Awarded to individuals.*

### **CO-OPERATIVE SOCIAL RESPONSIBILITY**

Recognizes organizations within the co-operative sector that have demonstrated socially responsible business practices, and leadership in the implementation and promotion of social, economic or sustainable environmental principles. *Awarded to organizations.*

### **NEW CO-OPERATIVE OF DISTINCTION**

Recognizes a new co-op or credit union, less than five years in business or still in the formative stages, which has made significant social or economic contributions to the community. *Awarded to organizations.*

### **SPECIAL RECOGNITION**

Nomination packages may be submitted to recognize the co-operative history, leadership or achievements of organizations or individuals in areas beyond the scope of other Spirit Award categories.



Visit On Co-op's Spirit Awards Channel on YouTube to see and hear past award recipients! [youtube.com/user/OnCoopSpiritAward](http://youtube.com/user/OnCoopSpiritAward)

# 2011

## Co-operative Spirit Awards

Almost **100** individuals and organizations have received a Co-operative Spirit Recognition Award since the awards were created in **1999**. Recipients have come from all sectors of the Ontario co-operative movement and all parts of the province. Visit the Spirit Awards Hall of Fame at [ontario.coop/spirit](http://ontario.coop/spirit).



### AWARD PRESENTATIONS

The 13th annual Co-operative Spirit Recognition Award banquet and ceremony will take place on the evening of Wednesday, October 19, 2011 at the Royal Botanical Gardens in Burlington.

Award recipients will be recognized in front of their peers with an audio-visual presentation and will have the opportunity to speak to the assembly. Family, friends and co-workers are invited to attend the event, which traditionally begins with a late-afternoon cocktail reception.

The Spirit Award banquet and ceremony is part of the annual Co-operative Conference and Gala, held earlier in the day. Award recipients and their guests may register to attend any part of the Conference day. Learn more about the 2011 Co-op Conference at [ontario.coop/gala](http://ontario.coop/gala).

### ELIGIBILITY

- 1 Nominations are open to co-operatives, credit unions and caisse populaires that are:
  - Members, Supporters or Friends of the Ontario Co-operative Association, or
  - Members of a Federation/Association which is part of the On Co-op membership.
  - On Co-op membership applications may accompany the Nomination if necessary.
- 2 An exception to the above is the *New Co-op of Distinction Award*, which receives Nominations from all co-ops, credit unions and caisse populaires in Ontario that meet the Award criteria.
- 3 As appropriate, organizations and individuals may each be nominated for Spirit Awards, including staff, board and committee members.
- 4 Nominees comprised of a group will be considered one Nominee.
- 5 The number and type of Awards to be presented will be determined by On Co-op or its appointed Selection Panel.
- 6 Recipients will be chosen by the Selection Panel, consisting of at least three individuals who are familiar with the Ontario co-operative sector and are not current On Co-op employees. Decisions are confidential and final.

To download the complete set of Co-operative Spirit Recognition Awards criteria and procedures, including other areas reviewed by the Selection Panel (6-page PDF) visit [ontario.coop/spirit](http://ontario.coop/spirit).

### SUBMISSIONS

- 1 Any individual, committee or organization may submit a Nomination. This could include members, directors or employees.
- 2 Nominators may submit Nominations in more than one category; however, individuals or organizations shall only be nominated in one category each year.
- 3 If a Nominee was not the Award recipient in the current year, that nomination package will carry over for one additional year unless requested otherwise.
- 4 The Nominee should review the entire nomination package before signing. Nominators should retain a copy of the nomination package.
- 5 Complete nomination packages must be received at the On Co-op offices by **Wednesday, June 1, 2011** to be considered.



Twelve years of Spirit Award recipients at the 2010 ceremony.

#### Mail, fax, e-mail or hand-deliver the nomination package to:

Ontario Co-operative Association  
450 Speedvale Avenue West, Suite 101  
Guelph ON N1H 7Y6  
Tel 519.763.8271 · Fax 519.763.7239  
E-mail [mventry@ontario.coop](mailto:mventry@ontario.coop)

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## nomination package



Submitting a Spirit Award nomination is a straightforward, five-step process. The nomination package may be submitted to On Co-op electronically (scanned/e-mailed or faxed) or by postal mail or courier, to arrive no later than the submission deadline. Nominators are strongly encouraged to discuss the information they are submitting with their Nominee as they create the nomination package to reflect the Nominee's experience and background accurately and thoroughly.

### THE COMPLETE NOMINATION PACKAGE MUST INCLUDE:

- 1 Nomination Form.** Provides information about the Nominee and the Nominator. Print and fill out the Nomination Form by hand, or use the electronic, fillable PDF version.  
**Important:**
    - (a) Please answer *all* of the questions on the nomination form.
    - (b) It is extremely important that you include names of specific media outlets, local TV and radio stations, newspapers, and so on. Also include print or electronic trade or sector-specific publications (with specific contact information if available) that should be contacted should your Nominee receive an Award. The county/region is also important for media release distribution. *If any of these areas are incomplete or left blank, media coverage of your Nominee will be significantly restricted.*
    - (c) The Nominee and Nominator must each sign the form (or acknowledge here if submitting electronically). The Nominator should retain at least one copy of the complete nomination package including all attachments.
  - 2 Letters of support.** Supplements the Statement of Nomination, and provides additional information about the Nominee. A minimum of two letters are required, and the suggested length for each is three-quarters to one full page, typed. The letters should mention the Nominee by name, refer to the Spirit Award category and support the Statement of Nomination.
  - 3 Résumé.** Shows the background and career progression of the Nominee. Provide a copy of the Nominee's résumé, biography or brief CV. For organizations, a brief history of the co-operative, particularly relating to the award category, will replace the résumé.
  - 4 Statement of Nomination.** Highlights the Nominee's significant co-op contributions, involvement and role, in a prescribed format, and provides specific examples or results. Tell us about your Nominee, using the structure and criteria related to their Award category as described in the Statement of Nomination. We recommend you begin each section using the open-ended statements provided.
  - 5 Optional information.** Recipients are selected primarily on the basis of the criteria listed in each Award category on the Statement of Nomination. However, feel free to include additional information that supports the Nomination. The materials will be copied and distributed to the Judging Panel where practical. We regret that any materials provided cannot be returned.
- Please review all eligibility and submission guidelines prior to submitting the Nomination.**
- For questions related to the Co-operative Spirit Recognition Awards, please contact Mark Ventry at 519.763.8271 x30 or [mventry@ontario.coop](mailto:mventry@ontario.coop) or visit [ontario.coop/spirit](http://ontario.coop/spirit).**

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## nomination form

### NOMINEE INFORMATION

1. Award Category \_\_\_\_\_
2. Nominee's Name (individual or organization) \_\_\_\_\_
3. If an individual, affiliated with this co-operative or credit union \_\_\_\_\_
4. Co-op address \_\_\_\_\_
5. Home address (if an individual) \_\_\_\_\_
6. County/region (co-op office) \_\_\_\_\_
7. County/region (home) \_\_\_\_\_
8. Phone (business) \_\_\_\_\_
9. Phone (home) \_\_\_\_\_
10. Email \_\_\_\_\_
11. Fax \_\_\_\_\_

12. **IMPORTANT:** List ALL local media (TV, radio, newspapers, etc.) that should be notified of this award. Use additional paper if required.

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13. **IMPORTANT:** List ALL trade/specialized publications and professional or co-op sector organizations which should be notified of this Award. Use additional paper if required.

**NOMINEE'S ACCEPTANCE:** I have read all information contained in this nomination package and certify it to be true and correct, and that I am eligible to receive a Co-operative Spirit Recognition Award. I agree with the vision and mission of the Ontario Co-operative Association and allow my name to stand for nomination. I consent to the publication of my photograph, information from my nomination package and any audio/video recording used in conjunction with this event.

Nominee signature \_\_\_\_\_ Date \_\_\_\_\_

*Each successful Award recipient will be interviewed on camera. The video will be shown during the Awards ceremony and a copy presented to both the Nominator and the Recipient. Media releases on each Spirit Award recipient will be sent to the organizations identified in #12 and #13 above.*

### NOMINATOR INFORMATION

1. Nominator's Name (individual or organization) \_\_\_\_\_
2. Contact Name (if nominated by an organization) \_\_\_\_\_
3. Address \_\_\_\_\_
4. County/Region \_\_\_\_\_
5. Phone \_\_\_\_\_
6. Fax \_\_\_\_\_
7. Email \_\_\_\_\_

**NOMINATOR'S ACCEPTANCE:** I have reviewed the guidelines and criteria for the Co-operative Spirit Recognition Awards. To the best of my knowledge, I have submitted complete and factual information to support this Nomination.

Nominator's signature \_\_\_\_\_ Date \_\_\_\_\_

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## statement of nomination

### **DISTINGUISHED CO-OPERATOR AWARD**

- My nominee has contributed to the development or success of Ontario co-ops by...
- My nominee has promoted co-operative values through...
- My nominee has contributed to the heritage and evolution of Ontario co-op sectors by...
- My nominee is a role model for current and future co-operators because...

### **CO-OPERATIVE YOUTH MENTOR AWARD**

- My nominee has fostered youth involvement within the co-operative movement through...
- My nominee has mentored youth and supported their success as young co-operative leaders by...

### **CO-OPERATIVE INNOVATOR AWARD**

- My nominee has contributed to the community through these recent innovative co-op initiatives...
- My nominee presented these solutions to the challenges and opportunities faced by a co-operative ...
- My nominee raised public awareness of co-op solutions by...

### **CO-OPERATIVE YOUTH LEADER AWARD**

- My nominee has demonstrated a leadership role within co-operatives by...
- My nominee demonstrates the importance of young people to the future of the co-operative movement in these ways...

### **CO-OPERATIVE SOCIAL RESPONSIBILITY AWARD**


- My nominee has made these socially and environmentally conscious decisions that reflect co-operative principles ...
- My nominee has developed and promoted an awareness of sustainability issues through...
- My nominee has shown dedication to socially responsible business practices by...

### **NEW CO-OPERATIVE OF DISTINCTION AWARD**

- This co-op was formed because...
- My nominee defines "community" as...
- This co-op has made these contributions to its community...
- This co-op has achieved these social and/or economic betterment goals...

### **SPECIAL RECOGNITION AWARDS**

Nomination packages may be submitted to honour those whose achievements are beyond the scope of other Spirit Award categories, such as national or international co-operative leadership, overcoming challenges and obstacles, or lifetime achievements. The Recipient would receive an appropriately titled award similar to "Special Recognition for a *Lifetime of Co-op Achievement*." Please follow the Awards submission format wherever possible. Contact **Mark Ventry** at 519.763.8271 x30 or [mventry@ontario.coop](mailto:mventry@ontario.coop) to discuss Nominations in this category prior to submitting.



Tell us about your nominee in 800 words or less. Be sure to highlight your nominee's significant co-op contributions, involvement and roles, and provide specific examples or outcomes. We recommend that Nominators address each point by completing the open-ended statements shown here.

In addition to the items at right, the Selection Panel will also consider the following criteria in making its choice: leadership; vision; creativity and innovation; supporting and strengthening communities; finding and using co-operative solutions; and demonstration of the co-operative principles.

**Note: When responding to the open-ended statements at right, please substitute "credit union" or "caisse populaire" for co-op/co-operative as appropriate.**