

AVR 21 2009

Dear Sir/Madam:

Madame, Monsieur,

Please find enclosed a nomination brochure and poster for the 2009 Thérèse Casgrain Volunteer Award.

Vous trouverez ci-joint, une brochure et une affiche de mise en candidature pour le Prix Thérèse-Casgrain du bénévolat de 2009.

The 2009 award will be presented to two exceptional volunteers – one for Youth Participation (from the age of 18 to 30) and one for Lifelong Commitment (from the age of 31 and over).

Le Prix de 2009 sera décerné à deux bénévoles exceptionnels – un pour Participation jeunesse (de 18 à 30 ans) et un pour l'Engagement de toute une vie (31 ans et plus).

The award recognizes volunteers from communities across Canada. Recipients are individuals whose social commitment and persistent efforts have contributed significantly to the well-being of their fellow Canadians.

Le Prix sert à souligner le travail de bénévoles de toutes les collectivités du Canada. Les lauréats sont des personnes dont l'engagement social et la persévérance ont contribué de façon considérable au mieux-être de leurs concitoyens.

The award also honours the memory of Thérèse Casgrain, who was the force behind various social reforms promoting justice and equality and whose actions continue to serve as an example to all.

Le Prix est aussi décerné à la mémoire de madame Thérèse Casgrain, qui a été l'instigatrice de diverses réformes sociales qui ont favorisé la justice et l'égalité et dont les actions continuent de servir d'exemples à tous.

I encourage you to share this information with your colleagues and to invite others to participate in the nomination process.

Je vous encourage à partager cette information avec vos collègues et à inviter d'autres personnes à participer au processus de mise en candidature.

The call for nominations is open until June 19, 2009.

L'appel de mises en candidatures est ouvert jusqu'au 19 juin 2009.

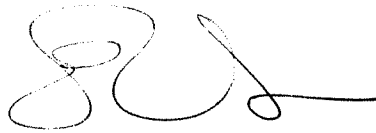
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Additional brochures and information on the award can be found on Human Resources and Skills Development Canada's Web site under Community Partnership at [www.hrsdc.gc.ca/eng/community\\_partnerships/therese\\_casgrain/index.shtml](http://www.hrsdc.gc.ca/eng/community_partnerships/therese_casgrain/index.shtml) or you may contact departmental officials at 1-866-468-4377.

Thank you for helping in the promotion of this prestigious award.

D'autres brochures et renseignements concernant le Prix peuvent être obtenus sur le site Web de Ressources humaines et Développement des compétences Canada, sous Partenariats communautaires, à l'adresse suivante : [www.rhdcc.gc.ca/fra/partenariats\\_communautaires/therese\\_casgrain/index.shtml](http://www.rhdcc.gc.ca/fra/partenariats_communautaires/therese_casgrain/index.shtml), ou en communiquant avec des fonctionnaires du Ministère, au 1-866-468-4377.

Je vous remercie de nous aider à faire la promotion de ce prix prestigieux.

A handwritten signature in black ink, appearing to read 'Liz Rootham', with a stylized flourish at the end.

Liz Rootham  
Director General,  
Community Development and Partnerships Directorate

Directrice générale,  
Direction du développement communautaire et des partenariats

# NOMINATE AN OUTSTANDING VOLUNTEER FOR AN OUTSTANDING AWARD



**THE DEADLINE FOR NOMINATIONS IS JUNE 19, 2009**

THE AWARD RECOGNIZES INDIVIDUALS WHOSE SOCIAL COMMITMENT AND PERSISTENT EFFORTS  
HAVE CONTRIBUTED SIGNIFICANTLY TO THE WELL-BEING OF THEIR FELLOW CANADIANS.

## **AWARD CATEGORIES:**

ONE **YOUTH PARTICIPATION** AWARD (FROM THE AGE OF 18 TO 30)

ONE **LIFELONG COMMITMENT** AWARD (FROM THE AGE OF 31 AND OVER)

FOR MORE INFORMATION, PLEASE VISIT [WWW.HRSDC.GC.CA](http://WWW.HRSDC.GC.CA) OR CONTACT US AT:

THÉRÈSE CASGRAIN VOLUNTEER AWARD SECRETARIAT  
HUMAN RESOURCES AND SKILLS DEVELOPMENT CANADA  
333 NORTH RIVER ROAD, PLACE VANIER, TOWER A, 2ND FLOOR OTTAWA, ONTARIO K1A 0L1

TELEPHONE: 1-866-468-4377 | FAX: 613-948-7537

OR SEND US AN EMAIL USING THE SECURE EMAIL FORM FOUND AT:

[WWW.HRSDC.GC.CA/ENG/CORPORATE/CONTACT\\_US/CP/TCVA.SHTML](http://WWW.HRSDC.GC.CA/ENG/CORPORATE/CONTACT_US/CP/TCVA.SHTML)



Government  
of Canada

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du Canada

Canada

# "THERE IS STILL SO MUCH TO DO."

— THÉRÈSE CASGRAIN (1896 - 1981)



The Thérèse Casgrain Volunteer Award, a Government of Canada initiative, was originally established in 1982, and re-launched in 2001, International Year of Volunteers. This award commemorates the work of Thérèse Casgrain and honours those who have demonstrated a strong commitment to volunteering.

Thérèse Casgrain was an eminent Canadian whose actions continue to serve as an example to all. She was the force behind various social reforms promoting justice and equality. Thérèse Casgrain was appointed to the Senate in 1970, and became a Companion of the Order of Canada in 1974. Throughout her life she chose to defend the cause of disadvantaged members of society, to denounce social injustice and to lend a voice to those who had none. Thérèse Casgrain was an inspiring Canadian in every sense of the word.

# THE THÉRÈSE CASGRAIN VOLUNTEER AWARD

The Thérèse Casgrain Volunteer Award is presented annually to two exceptional volunteers. It recognizes volunteers from communities across Canada. Award recipients are individuals whose social commitment and persistent efforts have contributed significantly to the well-being of their fellow Canadians.

## AWARD CATEGORIES:

### **One Youth Participation award**

(from the age of 18 to 30)

### **One Lifelong Commitment award**

(from the age of 31 and over)

Each award consists of a bronze medallion bearing the likeness of Thérèse Casgrain; a lapel pin; a certificate of recognition; and \$5000 to be awarded to a registered Canadian charity designated by the recipients. Recipients are honoured at an award dinner and ceremony in Ottawa planned to coincide with International Volunteer Day (December 5).

## ELIGIBILITY CRITERIA

- Candidates must be Canadian citizens, permanent residents or protected persons within the meaning of the *Immigration and Refugee Protection Act*.
- Nominations of candidates should demonstrate that:
  - the spirit of volunteerism has become an important part of candidates' lives;
  - their volunteer efforts have improved the overall quality of life of their fellow Canadians;
  - they have demonstrated leadership, creativity, cooperation and hard work;
  - they have developed or supported an activity that enables Canadians to participate in their communities; and,
  - they have created effective partnerships with the private and not-for-profit sectors, local communities and/or governments.

Members of the Thérèse F. Casgrain Foundation, elected officials of government (municipal, provincial and federal) while serving in office, past recipients of the award, members of the National Selection Committee and employees of Human Resources and Skills Development Canada are not eligible to receive the award.

Candidates will not be considered posthumously.



## NOMINATION SUBMISSION GUIDELINES

Nominations for the Thérèse Casgrain Volunteer Award may be submitted by an organization or three individuals who are not related to the candidate.

**Nominations must be postmarked by June 19, 2009.** Late entries will be put towards the following year's award.

Please visit our Web site at [http://www.hrsdc.gc.ca/eng/community\\_partnerships/therese\\_casgrain/index.shtml](http://www.hrsdc.gc.ca/eng/community_partnerships/therese_casgrain/index.shtml) to download the nomination and consent form, and nomination template.

### Submit your nomination to:

**Thérèse Casgrain Volunteer Award  
Secretariat  
Human Resources and Skills Development  
Canada  
333 North River Road  
Place Vanier, Tower A, 2<sup>nd</sup> Floor  
Ottawa, Ontario K1A 0L1**

## THE NOMINATION PACKAGE

The nomination package must be submitted on 8.5" x 11" sheets, typed, reproduced or clearly written in dark ink. It must include: the completed nomination

and consent form (with signatures), the completed nomination template, three letters of support, and a resume/statement (as applicable) of the candidate's work.

Nominations must be submitted in their entirety and must not exceed 20 pages. Additional enclosures such as cassettes, videotapes, diskettes, CDs and media clippings **will not be reviewed**.

## THE SELECTION PROCESS

Nominations are evaluated solely on the contents of the nomination template and supporting documents.

Government officials review all nominations and short-list the top candidates in each award category.

The short-listed nominations are evaluated by the National Selection Committee. The Committee is made up of members from the not-for-profit sector, members of the Thérèse F. Casgrain Foundation, past award recipients and government officials. Based on the recommendations of the National Selection Committee, the Minister of Human Resources and Skills Development selects the award recipients.

Candidates whose nominations have been short-listed receive a certificate of appreciation.

**For additional information, please visit**

[http://www.hrsdc.gc.ca/eng/community\\_partnerships/therese\\_casgrain/index.shtml](http://www.hrsdc.gc.ca/eng/community_partnerships/therese_casgrain/index.shtml)

or contact the Thérèse Casgrain Volunteer Award Secretariat at:

Telephone: 1-866-468-4377

Fax: 613-948-7537

or send us an e-mail using the secure e-mail form found at

[http://www.hrsdc.gc.ca/eng/corporate/contact\\_us/cp/tcva.shtml](http://www.hrsdc.gc.ca/eng/corporate/contact_us/cp/tcva.shtml)

In order for the nomination package to be considered, each nomination must be formatted and presented in the order and under the headings indicated below. You may wish to complete the on-line template found at [www.hrsdc.gc.ca/eng/community\\_partnerships/therese\\_casgrain/index.shtml](http://www.hrsdc.gc.ca/eng/community_partnerships/therese_casgrain/index.shtml)

## Nomination and Consent form

You may wish to complete the on-line form found at: [http://www.hrsdc.gc.ca/eng/community\\_partnerships/therese\\_casgrain/index.shtml](http://www.hrsdc.gc.ca/eng/community_partnerships/therese_casgrain/index.shtml)

## VOLUNTEER EFFORTS

Please provide a list of all the organizations the candidate has volunteered for, period of time spent with that organization and position held.

Name of organization .....

Period (yy/mm/dd - yy/mm/dd) .....

Position held .....

## AWARDS AND HONOURS

Please list all awards received by the candidate, indicate the year in which the award was received and the sponsor of each award (provincial government, federal government, a national organization, etc.).

Name of Award .....

Year .....

Sponsor .....

## SPIRIT OF VOLUNTEERING

(maximum of 500 words)

Describe how volunteerism has become an important part of the candidate's life.

- How much of the candidate's time does he/she devote to volunteering?
- What motivates the candidate to volunteer?
- Describe how the candidate encourages others to volunteer?

## QUALITY OF LIFE OF CANADIANS

(maximum of 750 words)

Describe how the candidate's volunteer efforts improve the overall quality of life of his/her fellow Canadians.

- What has been the impact of the candidate's volunteer efforts on others?
- How has the candidate enhanced the awareness of issues affecting Canadian society in respect to the "cause(s)" for which he/she volunteers?

## LEADERSHIP, CREATIVITY, COOPERATION AND HARD WORK

(maximum of 500 words)

Describe the candidate's leadership qualities and his/her ability to motivate people and promote teamwork for the betterment of his/her community and/or Canadian society.

Tell us how the candidate is innovative in his/her approach to meet the community's needs and/or the needs of other groups within Canada. Describe how the candidate's hard work and persistent efforts help him/her to overcome obstacles to accomplish his/her goals.

## FACILITATES PARTICIPATION

(maximum of 500 words)

How has the candidate contributed to building a more inclusive community through developing or supporting activities that enable Canadians to participate in their communities?

## PARTNERSHIPS

(maximum of 250 words)

Describe how the candidate's volunteer efforts help to form effective partnerships with the private sector, not-for-profit organizations, local communities and/or governments.

## LETTERS OF SUPPORT

(maximum of 1 page each)

Three letters of support from individuals who have been affected by the candidate's volunteer work. Please visit our website at [http://www.hrsdc.gc.ca/eng/community\\_partnerships/therese\\_casgrain/index.shtml](http://www.hrsdc.gc.ca/eng/community_partnerships/therese_casgrain/index.shtml) for a sample letter.

## RESUME OF CANDIDATE'S PAID WORK

(maximum 3 pages)

A resume is requested to assist the National Selection Committee in discerning a candidate's volunteer versus employment activities. However, should a candidate not have paid work and meets the award criteria, he/she is still eligible for the Thérèse Casgrain Volunteer Award.

Please include either a resume outlining the candidate's current and/or former paid work, or a statement indicating that the candidate does not participate in paid employment.

## CHECKLIST

Did you include:

- ☐ the completed Nomination and Consent Form (with signatures)
- ☐ the completed Nomination Template
- ☐ three letters of support
- ☐ a resume/statement (as applicable)

**Note: Incomplete nominations will not be considered.**

## How did you learn about the Thérèse Casgrain Volunteer Award?

☐ Newspaper

Web site: .....

☐ Poster

Email: .....

☐ Service Canada Centre

Other: .....

☐ Not-for-profit organization

☐ Member of Parliament



# NOMINATION AND CONSENT FORM

Please Print

Award Category (you must choose one):

- ☐ Youth Participation (from the age of 18 to 30)  
☐ Lifelong Commitment (from the age of 31 and over)

## CANDIDATE

Surname Mr. ☐ Ms. ☐ Mrs. ☐ Dr. ☐ \_\_\_\_\_ Date of Birth (yy/mm/dd) \_\_\_\_\_  
Given Name(s) \_\_\_\_\_ Gender ☐ M ☐ F Canadian Citizen, permanent resident or protected person Yes ☐ No ☐  
Address \_\_\_\_\_ City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_  
Telephone Number Day \_\_\_\_\_ Evening \_\_\_\_\_ Cell \_\_\_\_\_  
Occupation (if applicable) \_\_\_\_\_ How many years has the candidate volunteered?   
Name of Employer (if applicable) \_\_\_\_\_

## SPONSOR(S)

**Organization** \_\_\_\_\_ Telephone Number \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_  
Surname \_\_\_\_\_  
Given Name(s) \_\_\_\_\_ Signature

### Individual Sponsors

#### 1. Sponsor (Contact Person)

Surname \_\_\_\_\_  
Given Name(s) \_\_\_\_\_  
Complete Address \_\_\_\_\_  
Tel. # \_\_\_\_\_

Signature

#### 2. Co-Sponsor

Surname \_\_\_\_\_  
Given Name(s) \_\_\_\_\_  
Complete Address \_\_\_\_\_  
Tel. # \_\_\_\_\_

Signature

#### 3. Co-Sponsor

Surname \_\_\_\_\_  
Given Name(s) \_\_\_\_\_  
Complete Address \_\_\_\_\_  
Tel. # \_\_\_\_\_

Signature

## CONSENT FORM (PROTECTED WHEN COMPLETED)

*This section to be completed by nominee*

Consent Form for the Collection, Use and Disclosure of Personal Information for the Thérèse Casgrain Volunteer Award

To be considered for the Thérèse Casgrain Volunteer Award, the following form must be completed and signed by the nominee.

I, \_\_\_\_\_  
(Please print your name)

☐ consent OR ☐ do not consent

to the collection, use and disclosure of the attached information by Human Resources and Skills Development Canada for the purpose of administering my nomination for the Thérèse Casgrain Volunteer Award.

I understand that my information may be used and disclosed by the department, to the National Selection Committee for the purpose of selecting the award winners. It may also be used and disclosed, in any public forum, and in any form or by any means, including print and electronic media, and including statements in Parliament, solely for the purpose of promoting the award.

I understand that consenting to my information being collected, used and disclosed for the Thérèse Casgrain Volunteer Award is voluntary. I also understand that my refusal to consent will mean that my nomination will not be considered for the award.

I have reviewed the information collected about myself for the Thérèse Casgrain Volunteer Award and it is true and accurate.

SIGNATURE OF NOMINEE \_\_\_\_\_

DATE \_\_\_\_\_

Personal information held by the department of Human Resources and Skills Development Canada is administered in accordance with the *Privacy Act*. Individuals have the right of access to their personal information, and are entitled to request corrections, in accordance with the *Privacy Act*. Instructions for requesting personal information are available in the publication *Info Source*, copies of which are located at the local Service Canada Centre or on the internet at <http://infosource.gc.ca>.



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