Office of the City Clerk
1 Main Street South
Kenora, ON P9N 3X2
P: 807-467-2295 F: 807-467-2009
hpihulak@kenora.ca

City of Kenora
Application to Recognize A Community Volunteer

In accordance with City Policy # CC 6-2

Name of Citizen You Are Nominating:

Prefix: Mr ○ Mrs ○ Miss ○ Ms ○

Nominee's Address:_____
Postal Code

Nominee's Home Phone #_____ Nominee's Cell #_____

Nominees Email address:_____

Your First Name:_____ Last Name:_____

Your Address:_____
Postal Code

Your Email Address:_____ Home Phone #_____

Your Cell Phone # _____ Daytime contact #_____

Nominee's Information:

The following information will assist Council in reviewing all applicants to understand the nominee's level of volunteerism in our community. This information is used only for the purposes of review and to highlight the person's volunteer efforts during the presentation.

1) Names of Groups Nominee Volunteers for:

   a) _____

   b) _____

   c) _____

   d) _____

2) Volunteer Activities:_____

_____

3) Please describe a little about the volunteer:_____

_____

_____

4) Please describe why you feel this nominee should receive a Community Volunteer Award:

_____

_____

_____

_____

_____

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_____

Nomination Focus
Focus for citizens to be recognized for the Citizen Recognition Award are based on but not limited to aspects in whole or in part of the City Strategic Plan.

Exceptional service and/or contributions to the City of Kenora should be either for a lifetime contribution or a specific act or significant event within twenty-four (24) months of the nomination period.

Examples of nomination focuses include, but are not limited to:

- Civic Responsibility & Contribution
- Community Spirit
- Innovation
- Volunteer Services
- Mentoring & Coaching
- Contributions to the City of Kenora
- Responsible Environmental Practices
- Community Pride

Eligibility and Selection Criteria

- All citizens that have resided or worked in the City of Kenora for at least 12 consecutive months are eligible;
- There is no age limit for nominees to be eligible;
- Nominations are based on overall positive achievement, impact, and/or contribution(s) to the community;
- Recipients may only receive one (1) Citizens Recognition Award in their lifetime

Certification:
The provision of any false or misleading information on this application will be sufficient reason for the City to reject the application or to terminate an appointment. I hereby certify that the information contained in this application form is accurate.

_____ _____
Signature Date

Nomination Procedure

1. The nominator shall complete the Nomination Form associated with the Citizen Recognition Program
2. File the Nomination Form with the City Clerk at 1 Main Street South, Kenora, ON P9N 3X2 or hkasprick@kenora.ca or 807-467-2009. Nominations will be accepted on an ongoing basis.
3. Awards will be given two times per calendar year (January and July) or at the discretion of Council.
4. Nominations that meet the eligibility requirements will be reviewed by the City Clerk and an award recommendation will be forwarded to Council for their decision.

Personal information collected on this form is pursuant to the Municipal Act, 2001 as amended and will be used for the administration of the municipality. Questions about this collection should be directed to the FOI Coordinator, City of Kenora, 1 Main Street South, Kenora, ON P9N 3X2 (807) 467-2295.