

CSRDS Award Of Excellence / Long Service Award

Nomination Form

Award of Excellence is the CSRDS's highest award and is reserved for any dancer, or caller/cuer or leader who is a member of the Society. It was established in 1987. In 2000 the Society initiated a Long Service Award to be presented to persons who have made contribution and service to the movement over many years.

Guidelines

General

The Canadian Square & Round Dance Society, on behalf of its members, recognizes outstanding contributions to the Canadian Square & Round Dance movement by an AWARD OF EXCELLENCE or LONG SERVICE AWARD.

Description

The award consists of a Certificate and a bronze medallion (for each recipient). The design of the medallion is attached as Annex "A". Long Service Award consists of a Certificate and Lapel pin.

Eligibility

Any dancer, caller or cuer member of the Society is eligible for this award. Awards may be made posthumously or to former members no longer active in the movement. There are no restrictions as to the number of awards granted, nor is there a requirement to make any award in any given year.

Nominations

Nominations may be made anytime by any ten members from anywhere in Canada **to any federation**, or, in the case where no federation exists, (Use Association, No Association use Club) (For assistance contact the Chairperson Honours & Awards only.) Nominations are to be made using the **Award of Excellence and Long Service Nomination Form** and provide full substantiation as outlined under "Criteria". In the case of an unsuccessful nomination, a new nomination may be made with further substantiation.

In order to avoid disappointment, candidates should not be informed by nominators or reviewers that they are being considered.

The nomination package consists of six (6) pages. ALL 6 pages must be included with the application (3 nomination, 3 guideline & criteria) Nominator shall forward complete forms and related material to the president of the Provincial Federation concerned, for the Federation Supporting Signature and a copy to the provincial CSRDS Director.

Federations shall forward nominations with recommendations to the, Chairperson, Honours & Awards Committee, in narrative form.

Improperly completed Forms and Nominations not meeting the CSRDS Criteria will be returned.

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Applications can be submitted by regular mail or electronically.

The CSRDS Honours & Awards Chairperson must receive this application prior

(A) February 28 of the current year for Presentation at the National Convention.

(B) Presentation during the Period September to August Non Convention years. 3 months prior to event.

(C) Only in exceptional cases should requests for deviations from this policy be initiated. (Contact the Chairperson H & A only)

Criteria

a) Award of Excellence

The standards for this award are very high and therefore a nomination must be fully substantiated with details of the results of the accomplishment to be recognized. This might include news items, copies of publications, or copies of samples of the result of the candidate's work.

Accomplishments to be recognized are only those which are above and beyond the **normal activity**. For example, positions on committees, boards, etc. would not be considered, unless the work in that position resulted in an outstanding contribution to the movement which far exceeds that normally expected by an incumbent in that position.

Accomplishments which are local in scope will normally be recognized by local organizations; therefore Society awards will mainly be national in scope. However, this does not preclude the Society from also recognizing an exceptional local accomplishment and granting an Award of Excellence.

Accomplishments can be in any field of endeavour, performed by any **individual** in the Canadian Square & Round Dance movement. Accomplishments could be a single exceptional result over a short period of time or a steady, above average devotion over a very long period of time.

Accomplishments should be original in nature or be the recognition of an opportunity not normally seen by others. The result may be reflected externally or internally. Externally, the accomplishment could enhance the future of the movement by providing more visibility in the public's mind. Internally, the accomplishment could be a positive improvement in the movement now, with some evidence that the improvement will be lasting. Improvements in organization or administration may also be recognized provided they lead to major improvements due to innovation.

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b) Long Service Award:

The nominations **MUST** set out the **EXCEPTIONAL SERVICE** (non-profitable) the nominees have provided to the activity through involvement in their club(s), Associations, Federations, etc. Such service being beyond that of the average Dancer/Caller/Cuer/Leader. Length of service shall normally be a minimum of 15 years.

Decisions and Notification

Decisions on the granting of the award are made by the Board of Directors of the Canadian Square & Round Dance Society on receipt of nominations. The Board will make its decision within (3) months of receipt of the application. The Chairperson of the Honours & Awards Committee, (A) informs the federation and the Nominator if its decision is negative. (B) A confidential positive decision will be forwarded to the federation and nominator concerned. The Society President (**or Delegate**) shall inform the successful candidate(s) via telephone.

NOTE: The final decision for the type or any Award will be made by the Board of Directors of the Canadian Square & Round Dance Society.

Presentation of Awards

Presentation of an award will normally be made at the next National Convention following a decision to grant an award. Awards presented in an absentia will be forwarded to the applicable Provincial Director for later presentation.

The President and Provincial Directors shall sign the Certificate.

Applications submitted for the Award of Excellence not meeting the required rating May be entitled to a Long Service Award.

DELETE ONE BELOW.

ISSUE LONG SERVICE AWARD: YES NO

NOTE: the Board of Directors of the Canadian Square & Round Society will make the final decision for the type or any award

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To: Chairperson, Honours & Awards Committee

Copy to: Provincial CSRDS Director

Refer to www.squaredance.ca see Society Information for Current Names & Addresses and Award Guidelines or specifically <http://www.csrds.ca/hon&awards.htm>

We hereby nominate the following person(s) as a candidate for the CSRDS:

Award of Excellence OR Long Service Award

(It is mandatory to delete non-applicable).

His Name: _____

Her Name: _____

Activity:

(Dancer, Caller, Leader, Instructor or Cuer)

Address:

Street & Number, Apt Number, P.O Box No or RR Number

City / Town: _____ **Province:** _____ **Postal Code:** _____

Phone Number: _____ **Email:** _____

Name of Club & City

Nominator:

Name: _____

Address:

City / Town: _____ **Province:** _____ **Postal Code:** _____

Phone Number: _____ **E-mail:** _____

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Nomination Supported By: Provincial Federation, (No Federation) Association (No Association) Club

Name of Federation/Association or Club: _____

Signed By: _____ **Title:** _____

Please print Name: _____ **Date:** _____

Address: _____

Phone: _____ **E-mail:** _____

AWARD OF EXCELLENCE / LONG SERVICE AWARD Supporting Signatures

We the undersigned having read the supporting profile of the candidate(s) named above, concur that the guidelines and criteria of the Canadian Square and Round Dance Society have been met and those nominated are worthy of the award requested.

We further consent that the information contained in this nomination be used and distributed as necessary, to complete the application for the award requested.

Each Individual supporting this nomination must sign separately

NAME (please print)	Signature
(1) _____	/ _____
(2) _____	/ _____
(3) _____	/ _____
(4) _____	/ _____
(5) _____	/ _____
(6) _____	/ _____
(7) _____	/ _____
(8) _____	/ _____
(9) _____	/ _____
(10) _____	/ _____

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Award of Excellence / Long Service Award Supporting Profile

His Name: _____ **Her Name:** _____

A) Brief background information of dancing activity, with length of time dancing.

B) Accomplishments & Personal Involvements (Local, Regional, Provincial, National, International)

Use additional sheets as required

Revised 03 August 2006