



NATIONAL ASSOCIATION OF FEDERAL RETIREES

INDIVIDUAL ANNUAL AWARDS

AWARD CATEGORIES:

The Claude Edwards Leadership Award

Awarded to an Association volunteer who demonstrated outstanding leadership and perseverance in advancing an Association cause or causes which benefit(s) members

Collaboration Award

Awarded to an Association volunteer who made a significant contribution to a partnership or collaborative activity requiring the cooperation of different Association entities and/or external stakeholders, resulting in benefits to members, one or more Branches or Districts, or the Association as a whole

Volunteerism Award

Awarded to an Association member who has demonstrated an outstanding commitment to community service, through his or her volunteer activities outside of the Association

TERMS AND CONDITIONS:

- Candidate must be a member of the National Association of Federal Retirees
- Current members of the National Board and staff are not eligible
- The awards are intended to recognize current activities, while recognizing that these activities may also be long term and on-going
- The award may be awarded posthumously only if the candidate has passed away within one year of the planned presentation date
- A unsuccessful nomination may be resubmitted in a subsequent year as long as the activity is current

NOMINATION PROCESS:

- Nominations will be called by the Chair of the Nomination Committee in January
- Members of the Nomination Committee will solicit nominations and provide assistance and guidance to nominators
- Any Association member in good standing may nominate a candidate
- Nominations must be submitted using the appropriate nomination forms and must include an endorsement as follows:
 - For the Claude Edwards and Collaboration Award - from the Branch President to whom the volunteer reports, or, in the case of a Branch President, Provincial/Territorial or District Volunteers, a District Director
 - For the Volunteerism Award – from the organization(s) for whom the member volunteers
- Nominations may include additional endorsement letters from other parties in support of the nomination
- Nomination forms completed in accordance with instructions and addressing the evaluated criteria must be received by the National Office by the established deadlines

SELECTION PROCESS:

- Nominations will be evaluated by a Selection Committee that includes both Association members and external stakeholders
- Evaluations will be based on established criteria for each award, and will consider positive outcomes as well as activities
- The Selection Committee will present its recommendation for award winners to the Board for approval

PRESENTATION:

- Awards will be presented at the Annual Recognition Dinner held during Annual Members' meetings.
- Unless otherwise arranged, winners will be advised in advance and invited to attend the dinner to receive their award. Travel costs and accommodations for a guest as well as the winner (if the winner is not already funded to attend the AMM in another official capacity) will be covered by the Association in accordance with Association policies.
- In the event that the winner cannot attend the Recognition Dinner, his or name will be announced and the presentation will be made at another suitable time and place.