

NOMINATION FORM for the FOCA Achievement Award



Please note: there are 3 pages in this application

Association Name: _____

Lake, District, County: _____

Association Contact Person (& Title): _____

Phone Number(s): _____

Email: _____ Website: _____

Association Mail Address: _____

City/Prov: _____ Postal Code: _____

Nominated by (Name & Title): _____

Phone: _____ Email: _____

The fine print:

PURPOSE OF THE AWARD

The FOCA Achievement Award is presented to a FOCA member Association each year, at the discretion of the Board of Directors. The award celebrates the successes of the FOCA community, and encourages peer sharing of best-practices.

CRITERIA FOR NOMINATION

Nominees must be current FOCA member associations in good standing.

Achievements or activities may be current or long-term, and should relate to at least one of the following categories:

- environmental stewardship
- land use planning initiatives
- research and/or education
- political involvement
- membership growth and engagement

or any other initiatives in line with FOCA's mission which is: "to protect thriving and sustainable waterfronts across Ontario."

For example, activities could include, but are not limited to: water quality monitoring, successful advocacy and interaction with local government, boating safety initiatives, development of a lake plan, dealings with local service clubs, or innovative programs, events or communications.

Entrants from previous years are eligible for re-nomination. Winners from previous years can reapply based on a new project or different activity.

NOMINATION & SELECTION PROCESS

Any size of association working on any initiative could win this award. We encourage you to apply!

Nominations may be submitted by individuals, associations, umbrella organizations, conservancies, municipal/county/provincial government employees, or any other interested parties.

Nominations consist of this completed form (3 pages) or equivalent submissions **received at the FOCA office by November 30th of the year.**

The recipients of the award will be selected primarily on the Nomination form plus any additional documentation submitted. The Selection Committee will be designated by the FOCA Executive. FOCA reserves the right to select one or more winners in any year, and/or to award a winner as well as "honourable mention(s)."

AWARD PRESENTATION

The award recipient will be announced the following February, and the award is presented at the FOCA Annual General Meeting (AGM) in March.

The award includes a recognition certificate which will be presented to the winning Association by FOCA. An association representative is invited to attend the AGM and present briefly (10 minutes) about the association's projects or accomplishments.

For a list of recipients from the past 20 years, visit:

<https://foca.on.ca/member-services/foca-achievement-award/>

The following questions are a GUIDE intended to help applicants. You need not answer all these questions, if they do not apply to the accomplishments of the association you are nominating! Please submit these pages along with the Nomination information on the previous page, or describe the association's accomplishments on a separate sheet and provide as much detail as you choose.

Association Name: _____

What and When: What is the accomplishment, or what was the issue at hand? Was there a "crisis" that required a response, or is this an example of the benefits of long-term leadership? What actions or activities were undertaken, and over what length of time?

Result: What was achieved? How does the achievement benefit your cottage community?

Tools Used: How did the association get the word out to the community? Did they access materials or advice from FOCA or other partners? Did they use social media or other non-traditional marketing routes? Did they receive media coverage for the initiative?

People Power: How many people and partners were involved in making this happen? Did this achievement rely on a few people, or many? Volunteers? New members? Youth? (FOCA knows that many hands can make light work, but sometimes a single volunteer carries the world on their shoulders and deserves some extra praise!)

Please use the chart below to list the volunteers, organizations, and/or municipal partners you wish to feature, who were involved in the initiative.

Volunteers, partner organizations, townships/municipalities	Contribution made	Funding received (if applicable)

Please provide any additional comments you may wish to add: (What is the next step in the process? What was the greatest part about the achievement to date? What is the next goal, or the biggest challenge still facing the association?)

If you wish, you may submit to the FOCA office (electronically or by mail) **photographs, newsletters or other support material** about the achievement and/or the association.

Thank you for submitting this application!

Submissions should be received at the FOCA office by November 30th.

The award will be presented at the FOCA Annual General Meeting the following March.

Return this form, along with any additional pertinent information, to:

Federation of Ontario Cottagers' Associations
 #201 – 159 King Street, Peterborough Ontario K9J 2R8
 Tel: 705-749-3622 Fax: 705-749-6522 Email: info@foca.on.ca