

Please read the **Overview & Instructions** document, particularly '*Who can be Nominated*' with notes on '*Selection Criteria*' before completing this Form. The following questions are a GUIDE to help applicants. You need not answer a question if it doesn't reflect the accomplishments of the association being nominated. If the form does not provide enough space for certain answers (but noting suggested word limits below) write "**see separate sheet**", and include additional info including photos/support material in a separate attachment up to 10 pages/2 MB maximum.

This is a fillable PDF. Complete the form, save to your device, and return by email to info@foca.on.ca by October 30th.

Include as much relevant information as possible,
as this will be the primary source of information for the Selection Committee.

Member Association Name: _____

Name of Nominator: _____

Nominator Title & Organization: _____

Email of Nominator: _____

Daytime Phone # of Nominator: _____

What was undertaken by the Association, and why? (e.g., Was there a "crisis" that required a response? What actions or activities did you undertake?) **MAX: 200 words**

When did this happen? (Is this a new initiative, or an example of the benefits of long-term leadership? If this is an initiative of long-standing, has there been a recent milestone or highlight?) **MAX: 100 words**

What was achieved / what was the (positive) outcome? **MAX: 100 words**

How does the achievement benefit the Association? **MAX: 100 words**

Did this involve (and/or how does this benefit) the broader community? **MAX: 100 words**

How many volunteers were involved in making this happen? Did your initiative rely on a few people, or many? Any names of summer students, youth, community partners to note? **MAX: 100 words**

Project budget and details of funding sources (total costs; % from FOCA or others)? **MAX: 100 words**

How did the association get the word out to the community? (Was it by traditional routes, social media, or other novel marketing ideas?) Was there media coverage? (provide links) **MAX: 100 words**

Were any permits required for this project? If yes, who issued them?

This undertaking aligns with or supports FOCA's **Mission, Vision, and/or Values**:

aligns with FOCA's Mission: to empower & enable members; to provide advocacy, resources, education, programs and services for Ontario cottagers.
supports FOCA's Vision: to sustain and enhance the cottage experience for generations.
aligns with FOCA's Values: member-focused, collaborative, advocate, responsible leader, knowledgeable, evidence-based

Additional comments you may wish to add, in support of the nomination: (What is the next step, or the biggest challenge still facing the association? What would you want others to know, if they were considering a similar effort?) **MAX: 100 words**

When this form is complete: save it to your device & email a copy to info@foca.on.ca by October 30th.

Thank you for sharing this information with FOCA!