



# Give Back Award

## Who Is Eligible?

The Give Back Award recognizes a member organization who, not for financial reasons, has contributed to the enhancement of their community, within the past year. Members of the CAEM Nominating Committee are not eligible to win this award.

## What are the requirements for consideration?

1. Must be a member organization of CAEM.
2. The organization must have been involved in at least one initiative contributing to the betterment of the community.
3. The initiative(s) must involve activity that is outside the realm of the organization's mandate or day-to-day business operations; example, the organization volunteers at a food bank and the organization has no affiliation with food banks.
4. The organization must have invested in their communities and inspired others with their volunteer actions.
5. The community impact could be environmental / sustainable, charitable or societal, but must be one that was not made for financial gain.
6. The nominee can be Associate or Expo member organization.

## How is a submission made?

May be self-nominated or nominated by a CAEM member organization. Nominator may be either an Expo or Associate Member organization. Members of the Nominating Committee may not nominate their own organization. Nomination must be accompanied by a written description outlining the organization's achievements and describing how the nominee organization's actions have had a positive impact on the community. This narrative must be a minimum of 100 words in length. Submissions not meeting this requirement will not be considered.

## How is the Nomination Evaluated?

The CAEM Nominating Committee is responsible for reviewing and determining whether or not the nomination meets the criteria set out in the Nomination Information. All nominations will be held in the strictest of confidence.

## When is the Award presented?

The award winner will be announced at the CAEM Awards of Excellence in February 2020.

## What is the Deadline for submission?

The fully completed nomination form and written description must be received at the CAEM office by **December 13<sup>th</sup>, 2019**

***Submissions not meeting all requirements will not be considered***



## Nomination Form

### Organization Information

Organization: \_\_\_\_\_

### Organization's Background

Outline the organization's business function and/or purpose (50 words or less)

### Nominator

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Signature: \_\_\_\_\_



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of EXPOSITION MANAGEMENT

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de GESTION D'EXPOSITIONS

**Give Back Award**

## **Accomplishments**

Provide details of accomplishments within the past year that support the nomination of this organization for the Give Back Award.

### **CONFIDENTIAL SUBMISSION**

Return to:

Chair, Nominating Committee

Canadian Association of Exposition Management

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