



BCRPA Award Nomination Reference Guide for BCRPA Honorary Life Membership

BC Recreation and Parks Association is pleased to host an annual Awards program that recognizes outstanding programs, facilities, parks, and dedicated individuals whose ideas, innovation, and services make an impact in the recreation and parks sector.

Honorary Life Memberships are a special distinction conferred by BCRPA's Board of Directors upon Members who have made outstanding contributions to the recreation and parks sector.

Honorary Life membership is a meaningful recognition bestowed sparingly and only to those persons who have made significant contributions to the BCRPA and/or the sector. Honorary Life membership status is awarded for the lifetime of the individual.

Application Deadline: The deadline for nominations is: 4:30 pm, Thursday, February 20, 2020.

Eligibility Requirements:

Honorary Life members are appointed on the basis of the following criteria:

- For individuals only – whether they be practitioner, academic, volunteer or staff person
- Individual need not be a current member of BCRPA
- Should be retired from all official posts
- Longstanding, sustained and exceptional service and impact in the parks and recreation sector
- Outstanding contribution that required substantial and commendable personal input

In addition to the questions asked below, you will be asked to provide:

- **The Nominee's contact information, BCRPA Membership status, and employment status**
- Contact information and BCRPA Membership status of both Nominators (Two nominators)
- **One Letter of Support from each of the two Nominators** (total of 2 Letters of Support). Each file should not exceed 2 pages, and should not be larger than 2 MBs.
- **Between 1 to 3 Letters of Support** from others who can attest to the candidate's merit for this award.
- **Optional: Up to 3 supporting documents** you would like to be included as part of your nomination package (e.g. newspaper clippings, letters of support etc.) Each file is not to exceed 10 MBs.
- You will also be asked to complete an **application release form**. The form is integrated into the online nomination form

Submit your Award of Merit nomination online at:

<https://www.surveygizmo.com/s3/5367457/2020-Honorary-Life-Member-Nominations>



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If you have any questions, please contact the 2020 Provincial Awards Review Committee, c/o Connie Mah, Administrator, [by email](#).

HONORARY LIFE MEMBER NOMINATION QUESTIONS

1. Please demonstrate the valuable and sustained contribution made by the nominee to the BCRPA and/or sector. We are seeking information on length of service, special contributions and their impact, and specific examples that warrant consideration of the nominee for this prestigious award.
2. Please add any other information you would like to have considered as part of your submission.
3. Please provide **a letter of support from the First Nominator**.
 - *The file must be a MS Word Doc or PDF document (.doc, .docx or .pdf) and must not be larger than 10 MB.*
4. Please provide **a letter of support from the Second Nominator**.
 - *The file must be a MS Word Doc or PDF document (.doc, .docx or .pdf) and must not be larger than 10 MB.*
5. Please provide **1 to 3 letters of support** from others who can attest to the candidate's merit for this award.
 - *The file must be a MS Word Doc or PDF document (.doc, .docx or .pdf) and must not be larger than 10 MB.*
6. **OPTIONAL:** Please provide **up to 3 additional supporting documents** you would like to be included as part of your nomination package (e.g. newspaper clippings, press releases, photos etc.)
 - *The file must be a MS Word Doc, PDF, PNG, TIFF, or JPEG (doc, docx, pdf, png, tiff, jpg or jpeg) and must not be larger than 10 MB.*