



## BCRPA Provincial Award Nomination Reference Guide for Events and Festivals Excellence

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

The **Events and Festivals Excellence Award** recognizes innovative events that were successful in improving individual and community-level connectedness, social and physical well-being, and engagement. The event / festival could serve as a model for other local governments or organizations to enhance their community activities.

**The deadline for nominations is: 11:59 PM, Friday, February 25, 2022**

### Eligibility Requirements:

1. Either the **nominator or applicant** must be BCRPA members
2. The Nominee (the Event / Festival) must have been developed and administered by a currently enrolled Local Government, Affiliate, or Corporate Member

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

- Contact information and BCRPA Membership status of the Nominator / Applicant
- Contact information and BCRPA Membership status for the Nominee
- **Upload 3 to 5 high resolution images** (300 dpi in jpg, png, tiff or eps format - maximum file size of 10 MB each)
- **Submit two (2) Letters of Impact\***, each not to exceed **2 pages** (pdf or .docx files - maximum file size of 10 MB each)
  - One letter of impact must be **from a participating citizen/community member**
  - One letter of impact must be **from a partner**
    - [1] Letters of Impact will **include personal testimonials of the impact the festival/event** has had on the individual and the community.
- You will also be asked to complete a **photography release form** (to be completed by the copyright holder) and an **application release form**. Both forms are integrated into the online nomination form.

**Submit your Events & Festivals Excellence nomination online at:**

<https://survey.alchemer.com/s3/6657966/2022-Nomination-Form-for-Events-and-Festivals-Excellence>

**If you have any questions, please contact the 2022 Provincial Awards Review Committee, c/o Connie Mah, Administrator, [by email](#).**



## Events and Festivals Excellence Application Questions

### 1. Describe the event. *Word limit: 600*

- Who does it target?
- Why was it developed?
- How is it innovative or creative?
- Does it support local, provincial, or national strategies and/or initiatives (e.g.: OCP, masterplan, mission, frameworks)?
- Is it a one-off, or an annual/regular event? If a one-off, is it repeatable and why? If annual or regular, how is it evolving and what made this year worthy of an award nomination?

### 2. What are the results? *Word limit: 600*

- Was it cost effective, and were financial targets met?
- Were there participation targets? If so, were they met?
- What are three lessons learned for the planners?
- What did the community learn (e.g. truth and reconciliation learning, cultural practices learning)
- Was there a communication strategy? If so, what was the effectiveness?

### 3. How did the event / festival impact participants? *Word limit: 600*

- Did they expand their skills and learning?
- Was there a target population/demographic? If so, how were those people impacted?
- How did it affect participants' quality of life (e.g.: sense of connectedness, physical activity, etc.)

### 4. How did the event / festival impact the community? *Word limit: 600*

- Was there an overall change in the community (e.g.: increased capacity, connectedness, physical activity, etc.)
- Community benefits and/or partnerships?
- How is this event / festival transferable to other communities?