

STEPS IN THE NOMINATION PROCESS

1. Ensure that candidate resides in Manitoba and the effort or activity for which s/he is being nominated has taken place in Manitoba.
2. Note that nominations are limited by the following rule:
Manitoba Council on Aging members cannot be nominated during their term of office or for one year following their term.
3. Please provide a detailed description of your reasons for making this nomination for the 2009 Recognition Awards.
4. One additional page may be added to give details of the nominee's activities as an individual whose volunteer endeavours have enhanced the lives of Manitoba Seniors.
5. Each nomination must be accompanied by two letters of support.
6. Additional information of up to six pages may be included e.g. news clippings, pamphlets or testimonials that are directly related to the activities for which the candidate has been nominated.
7. Please send copies of supporting materials, as originals will not be returned. Preferred format is 8½ x 11.
8. Please note that the selection of Award recipients is based solely on the information provided in the nomination package. It is therefore important that all materials required for the nomination be completed.
9. Ensure that the application is mailed in accordance with the deadline for nominations which is **September 11, 2009**.

Please return application to:

Manitoba Council on Aging
822 - 155 Carlton Street
Winnipeg MB R3C 3H8
Phone: 945-6565 Toll-free: 1-800-665-6565
Fax: 204-948-2514