



Nominations close: 4 p.m. Friday, February 24, 2012

1. Nominations for the 2012 Emerald Awards will only be accepted through our online system, accessible through www.emeraldfoundation.ca
2. Nominations cannot be saved. **Please complete your answers in a word document before hand**, and then simply “cut and paste” your answers into the appropriate fields. The long answer questions are:
 - a. Summary of Activities (150 word limit)
 - b. Demonstration of Environmental Benefit & Outcomes (250 word limit)
 - c. Demonstration of Commitment (250 word limit)
 - d. Demonstration of Sharing (250 word limit)
 - e. Demonstration of Innovation (250 word limit)
 - f. SHARED FOOTPRINTS AWARD ONLY: Demonstrate alignment to ILM Principles (500 word limit)
 - g. Why is the nominated project Emerald Award worthy? (250 word limit)
 - h. Each nomination **MUST** have two letters of reference/support attached.
 - i. **OPTIONAL**: Each nomination may upload one supporting document or include a web link (such as to YouTube to show a video).
3. Complete the form following the instructions below.
4. Should you be completing two or more nominations, be sure to give them each a name exclusive to that particular nomination

Nominee Name and Project

Nominee: This is the name of the person or organization you are nominating to receive an Emerald Award and will be the name that appears in the program, on the website and on the Award (should this nomination be chosen as a recipient) as the “Nominee”. If you are nominating an organization, you will be asked later in this form who the individual contact will be for the nomination. You may nominate yourself.

Project: In 10 words or less, give the nomination the title you wish to appear along with the Nominee’s name. Example:
Organizational Nominee: St. Jerome Elementary School
Project: We Are the Stewards of Our Environment

Nominee Type: Indicate whether you are nominating an individual or an organization.

Nominee Contact Information:

Nominee Contact Name: Provide the name of an appropriate contact person to represent the nomination. Where the nominee is an individual, normally that individual will be the contact; where the nominee is an organization, please provide the name of an individual who can provide clarification or additional information about the project as necessary.

Nominee Contact Address: Provide complete contact information for the Nominee and indicate whether it is the Nominee's home or business address:

- Position Title
- Department
- Organization
- Complete mailing address, including postal code
- Email address: all updates on the status of the nomination will be communicated through e-mail. Regretfully, failure to provide a current email address will make it difficult to provide regular updates.
- Organizational Website: if available

Nominator Contact Information:

Nominator Contact Name: If you are self nominating, please check the "Same as Nominee" box and proceed to Nomination Category. If you are nominating someone else, please provide your name here. You will be the primary contact for the Emerald Foundation for logistical information.

Nominator Address: please provide complete contact information for the Nominator and indicate whether it is a home or business address:

- Nominator Prefix: Please indicate his/her title: Mr. Mrs. Ms. Dr. etc.
- Position Title
- Department
- Organization
- Complete mailing address, including postal code
- Email address: all updates on the status of the nomination will be communicated to the Nominator through e-mail. Regretfully, failure to provide a current email address will make it difficult to provide regular updates. **NOTE: It is the responsibility of the Nominator to keep the Nominee updated when appropriate.**

Category: Choose one category that you think fits your nomination best. A complete list of categories and the criteria used to judge them is included in this document as well as on the AEF website. **The**

Judges reserve the right to move nominations from one award category to another where appropriate.

THE NOMINATION

The online nomination form has been formatted to provide word limits for all long-answer fields. You will find that you will be unable to “Submit” the nomination if you have gone over the total space provided, and will be prompted to edit appropriately

1. Summary of Activities: This space is limited to 150 words. Provide a succinct description of the nomination. Include the objectives and outcomes of the project or the accomplishments of the Nominee in relation to environmental excellence. This summary will appear in the Emerald Foundation website database and will be used in the 21st Annual Emerald Awards Program should your nomination be chosen as a finalist.

2. Environmental Benefit & Outcomes

- Identify what environmental receptor or element of the environment is benefiting from the project or activity being nominated: air, land, water, flora, fauna, biodiversity, waste reduction etc.
- Effectiveness in engaging youth
- Clearly identify/describe/explain how this is being accomplished:
 - Reducing the impact on the environment
 - Protecting preserving, enhancing
 - Reclamation, restoration
 - Kids doing a clean up
 - Conservation or preservation (i.e. nature conservancy holding land)
 - Social science (culture) has a role in environmental protection

How does the nominated project achieve environmental benefit and outcomes? 250 word limit

3. Commitment

- What were the results achieved?
- Demonstrate the depth and breadth of involvement by individuals and organizations
- # of years project has been active
- Demonstrate the extraordinary levels of dedication required to see the project or work of the nominee to completion
- Describe the magnitude of impact
- Did the project overcome any barriers? How did this contribute to project learning?

How does the nominated project demonstrate commitment? 250 word limit

4. Sharing

- How did/does this nominee influence others:

- How were project results shared?
- Did the project educate target audiences or the public?
- Lead by example in order to change attitudes in specific industries or sectors
- Collaboration / partnerships with other organizations and individuals
 - # of people involved, # of partners involved
 - Extent of cross-sector partnerships (i.e. between different industry sectors; or partnering between industry, government, environmental NGO's, and community; versus partnering within a single
- How has this work influenced others to follow the same approaches, or how the project can stand as a prototype for future projects?

How does the nominated project incorporate sharing? 250 word limit

5. Innovation

- Is the nominee or the project creative or new?
- Does it use older technology in a new way?
- Does it provide leadership for others?
- Is this a research project – will and has it influenced public policy?
- How does this project differ from business-as-usual?

In what way(s) is the project innovative? 250 word limit

6. Shared Footprints Award Only: Nominations in this category must be observant and consistent with the Emerald Awards Criteria, as well, must demonstrate alignment to Integrated Land Management Principles:

- Describe how there will be a reduction in land-use disturbances relative to what would have occurred in the absence of integrated efforts
- Describe how land users in the area affected by the proposed new activity have been identified and engaged, and their diverse interests, knowledge and values in the area have been considered.
- Have impacts on other land users been identified and addressed?
- Is the land use proposal supported by other land users? Where it isn't supported, describe the efforts taken to address concerns.
- What are the identified social, cultural and environmental resources that will be affected throughout the lifecycle of the activity? How will these effects be addressed?
- What are the risks to stated values for land in the area? What is the management strategy used to address these risks?
- Describe how the best available knowledge, data, information, science, process and/or models have been used to support the proposed activity, and how this will be used to minimize the present and future footprint.
- How does the proposed activity demonstrate shared stewardship?
- Has the entire lifecycle of the activity, including reclamation activities upon closure, been considered or anticipated?

- Are potential future uses and interests been accommodated during the life of the activity and/or after the activity has concluded?
- How will you continuously improve tools and process, while identifying information gaps and other needs (adaptive management)? Describe the mechanisms for collecting feedback and learning, and how this influences changes in management practices.

How does the nominated project align with the above principles? 500 word limit

7. Why is the nominated project Emerald Award worthy? 250 word limit This is your chance to explain why you believe the nominated project deserves to receive an Emerald Award. Feel free to use your creativity in your response and highlight anything that you feel may have been missed in the above sections.

8. Please attach 2 letters of support for the nominated project or testimonials. This provides an "outside voice" to validate your good work.

9. OPTIONAL: One supporting document or a link to a website such as YouTube may be uploaded, if you wish.

- Please limit your supplementary materials to fewer than 10 megabytes. These could be in the form of Word, PowerPoint, Excel, PDF or image files. Please do not send large movie files via email.
- **The Emerald Awards judges have over 100 nominations to review; their decision-making is based primarily on the info in the nomination form, not the supplementary material.** Please do not rely on supplementary materials to make an impact on the judges.
- Reference to relevant websites in the application can be helpful to the judges.

CONDITIONS

Here you confirm that all the information in the nomination is true and accurate and give the Foundation permission to use the information provided in the nomination in promoting the Awards through the website, email, media or other means. You also confirm that someone will represent the nomination at the Awards ceremony. As a separate question, you are asked if the Foundation can use any personal contact information you provided for similar purposes. This is not a required condition. Please check each box as appropriate and have the nominee or an authorized representative sign and date it. Please also provide a media contact person. In most cases this will be the nominee, but please keep in mind that this information will be shared publicly.

CONFIRMATION DETAILS

Once your nomination is received by the Alberta Emerald Foundation, a confirmation message will appear. Over the next few months, you will receive information regarding the status of your nomination. Please contact us at 780-616-1556 or info@emerald.foundation.ca if you do not receive confirmation!

Dates to remember: Nomination deadline: 4 p.m. Friday, February 24, 2012
Finalists announced: Mid-April in Calgary, Alberta
Awards presented: June 6, 2012 at the Martha Cohen Theatre in
Calgary, Alberta.

For more information, or if you have any questions, please contact the Alberta Emerald Foundation at (780) 413-9629 or by email at info@emerald.foundation.ca.

JUDGING CRITERIA

Environmental Benefit & Outcomes

- Identify what environmental receptor or element of the environment is benefiting from the project or activity being nominated: air, land, water, flora, fauna, biodiversity, waste reduction etc.
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Commitment

- What were the results achieved?
- Demonstrate the depth and breadth of involvement by individuals and organizations
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- Describe the magnitude of impact
- Did the project overcome any barriers? How did this contribute to project learning?

Sharing

- How did/does this nominee influence others:
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Innovation

- Is the nominee or the project creative or new?
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Shared Footprints Nominations Only: Nominations in this category must be observant and consistent with the Emerald Awards Criteria, as well, must demonstrate alignment to ILM Principles:

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- How does the proposed activity demonstrate shared stewardship?
- Has the entire lifecycle of the activity, including reclamation activities upon closure, been considered or anticipated?
- Are potential future uses and interests been accommodated during the life of the activity and/or after the activity has concluded?
- How will you continuously improve tools and process, while identifying information gaps and other needs (adaptive management)? Describe the mechanisms for collecting feedback and learning, and how this influences changes in management practices.

CATEGORIES

Large Business: Recognizing businesses (of 101 employees or more) that demonstrate a significant ongoing commitment to the environment, social responsibility and exceed normal practices or statutory duties.

Small Business: Recognizing businesses (of up to 100 employees) that demonstrate a significant ongoing commitment to the environment, social responsibility and exceed normal practices or statutory duties.

Community Group: recognizing particular environmental initiatives lead by volunteers that demonstrate a community group's commitment to the environment and has produced measurable and sustained positive change.

Education: School or Classroom: Recognizing classrooms, schools or school boards within the formal education system as well as formal educational curricula and programs. The category acknowledges

those nominees that have gone beyond the normal practices and shown leadership and creativity in educating students about environmental matters.

PUBLIC EDUCATION AND OUTREACH: Recognizing individuals, organizations and on-the-ground local initiatives within the non-formal education system that demonstrate leadership and creativity in educating the broader public about environmental matters.

Government Institutions: Recognizing all levels of government, Crown corporations, public institutions, agencies, boards, etc., that demonstrate an ongoing commitment to the environment and exceed normal practice or statutory duties. This category includes universities, colleges and schools at the facilities or governance level (ie. facilities enhancements or policy changes).

Individual Commitment: Recognizing individuals committed to protecting the environment through personal initiative and/or within and through the organizations in which they work. Characteristics of nominees include: enthusiasm and resourcefulness in educating, inspiring and influencing others locally, provincially and/or more broadly. This category can be about lifetime achievement or something new and innovative with a particular “wow” factor.

Not-For-Profit Association: Acknowledging environmental achievement by a not-for-profit or professional association, this award recognizes particular initiatives that demonstrate commitment to the environment and produce measurable, positive change.

Youth: Recognizing young people for initiatives that contribute to the future environmental well-being of the province of Alberta. The finalists have taken innovative action and demonstrated commitment to address or substantially mitigate a local, regional or provincial environmental issue. They have also shared the results and lessons learned so that others might be inspired to undertake similar initiatives.

Emerald Challenge Award: Each year the AEF Board of Directors will select a topic of current importance to the well being of the Alberta environment. The selected topic will be one that will provide many challenges to all involved parties and where inspirational and environmental leadership is needed. The theme for the 2012 Emerald Challenge Award is **Alberta’s Oil Sands**. This award recognizes excellence and leadership related to activities in Alberta’s Oil Sands. This category will recognize the leadership work of any group/individual/business relating to any aspect of any Oil Sands deposit located in Alberta. Accordingly, any individual, group or business may nominate their work in this category.

Emerald Certified – Shared Footprints Award, *Established by Alberta Sustainable Resource Development and Presented by Encana*: Launched in 2010 by Alberta Sustainable Resource Development, the Shared Footprints Award celebrates excellence in Integrated Land Management. Nominees must meet the standards of the Emerald Awards plus support the eight principles of ILM.

In order to ensure that the judges can adequately assess your nomination, please provide thorough and specific information as requested in the instructions. For more information, or if you have any questions, please contact the Alberta Emerald Foundation at (780) 413-9629 or by email at info@emerald.foundation.ca.