



CPA

CHARTERED
PROFESSIONAL
ACCOUNTANTS
NOVA SCOTIA

UNSUNG
HERO
AWARD

NOMINATION PACKAGE

Unsung Hero Award

The CPA Nova Scotia Unsung Hero Award is given to a Member who demonstrates dedication, commitment and outstanding service to individuals or groups within the community. This award is for unpaid, grassroots activities and is intended to honour an “unsung hero” among our Members.

Nominee Information

Name of nominee	
Address	
Telephone	
Email address	

Nomination Process and Instructions

At least two individuals must sign a nomination form and nominators are not required to be Members of CPA Nova Scotia. Nominations should be kept confidential. Nominators must submit a letter explaining why they have nominated the Member and may include additional material such as written endorsements from others. CPA Nova Scotia may undertake efforts to validate any information contained herein by contacting nominators or outside sources, while acting in accordance with our privacy policy.

Nominators are responsible for ensuring that the information provided is accurate and sufficient to allow the Member Recognition Committee to fairly evaluate the nomination. A nominator should clearly describe the groups, committees, individuals and organizations in which the Member has been involved, any significant volunteer accomplishments as well as the relevant dates for each.

Declaration of Nominators

We hereby declare that the information contained in the attached material is accurate to the best of our knowledge. We are aware that the Member Recognition Committee may have the main facts in support of this nomination validated by an outside source.

Nominator #1	Email Address
CPA NS Member # (if applicable)	Telephone
Nominator #2	Email Address
CPA NS Member # (if applicable)	Telephone

Detailed Information

Nominators must highlight the nominee’s contributions and leadership in providing services and programs in their communities that meet some or all of the following criteria:

- Has volunteered for at least five years and has inspired other volunteers, led volunteer groups and/or made significant achievements through volunteering;
- Has contributed to, or led, grassroots activities which improve the quality of life of individuals;
- Has demonstrated initiative and creativity in these roles; and/or
- Serves as a role model to others.

Submission of information

Nominators must submit all information electronically by **May 3, 2019**. All documents must be in PDF form and addressed to **Carolyn Gaskin** at cgaskin@cpans.ca. The subject line of your email should read: **Confidential CPA Nova Scotia Unsung Hero Nomination**.

Thank you very much for taking the time to nominate a deserving CPA for this award.