

2024 WOMEN OF DISTINCTION AWARDS

NOMINATION BOOKLET

Since 1994, the **WOMEN OF DISTINCTION AWARDS** of the Women's Foundation has endeavoured to :

Acknowledge women's roles in social advancement by celebrating women who through their engagement and achievements in their respective fields, are making a long-lasting and positive impact on society.

Support the YWCA Montreal in its mission to help build a better future for women, girls and their families.

PRIX
FEMMES
DE
MÉRITE

WOMEN
OF
DISTINCTION
AWARDS

2024

INFORMATION, PROCEDURES AND RULES 2024

A nomination may be submitted by the candidate herself, by another person or by a business/organization in one or more of these following eight (8) categories:

CATEGORIES	ELIGIBILITY CRITERIA
Business and Entrepreneurship	She is an entrepreneur, manager, or professional. Her colleagues recognize her constant commitment to excellence. She has generated positive and long-lasting changes that open the way for growth and development. She demonstrates respect and commitment to her business, clients, and colleagues.
Arts, Culture and Design	She enriches society through her talent and engagement, whether in the visual arts, literature, architecture, design, or performing arts. She encourages creative work and the promotion and development of the arts, design, and culture.
Community and Social Engagement	She is actively involved in a social or societal cause. She works for the benefit of others and contributes to the betterment of our society by virtue of her sense of fairness, social justice and mutual support.
The Environment and Sustainable Development	Deeply committed to the ecology, she works to address the climate emergency, proposes alternatives or mobilizes to protect the environment or wildlife.
Information, Communication and Education	She excels in the art of informing others with inspiring, enriching, and effective messages. Using her excellent communication skills, she stimulates in others the desire to learn and become informed.
Public Services	She works in the public or parapublic sector. Her role involves listening to her community's needs and defending their interests with conviction. She is the voice of change because with her words and acts she sparks action.
Research and Innovation	Her research and the innovative concepts it brings forward generate significant change in her field and in society. She is a visionary who puts her work to practical use.
Sport and Health/Wellness	Her work is to promote and develop health, physical activity, and wellness in her community. She brings about positive long-lasting change by encouraging people in her community to change some of their habits and prioritize healthy lifestyle choices, for both their bodies and their minds.

ELIGIBILITY CRITERIA

Candidates must:

- Meet the requirements specific to the applied category or categories;
 - The Women's Y Foundation reserves the right to modify without notice, the choice of category of any candidate, if it deems necessary.
- Validate the accuracy of the application if submitted by a third party, before sending it to the Foundation;
- Being over 30 years old (below, it is possible to apply for Inspirationnelle)
- Not have been active in politics for at least twelve (12) months or not plan to be at the time of the selection of the winner;
 - This condition only applies to elected or former elected officials of municipal, provincial or federal political parties.
- Visit the YWCA of Montreal and its Foundation to better understand its mission, its initiatives and its various programs and services;
- Be available for video shootings (if necessary);
- Attend the Women of Distinction Awards (date to be confirmed)

Becoming a recipient of the 2024 Women of Distinction Awards also means becoming an ambassador for the YWCA Montreal and its Foundation * :

Becoming an ambassador means...

- **Supporting the objectives and promotional activities of the Women's Y Foundation by:**
 - The gift of speech: sharing your commitment with the YWCA Montreal and its Foundation in your different networks (social, professional, etc.);
 - The sharing of expertise: being open to share your expertise and life experiences during activities held at the YWCA Montreal, once the award has been given;
 - Example: help women to develop their ability to act effectively or their leadership through conferences, lunch discussions, inspiring meetings with participants of the YWCA Montreal, etc.
 - The gift of giving: because the mission of the Women's Y Foundation is to seek funding to ensure the development of YWCA Montreal programs and services,

the laureate may, on a voluntary basis, support the Foundation with a personal donation or by organizing a fundraising activity.

- **Be available for interviews with print, radio and/or television media to promote the YWCA Montreal through its Women of Distinction Awards** (if necessary).

*** The above items are optional, but are greatly appreciated.*

REGULATIONS

- A nomination may be submitted by the candidate herself, by another person, by a company or an organization.
- Each candidate must meet all the eligibility criteria and her nomination must be accompanied by a completed nomination booklet.
- Candidates cannot be nominated for more than one award per year
- Candidates cannot be nominated in a category that they have previously won.
- If the candidate is not selected, their nomination can be resubmitted.
 - The Foundation will keep the non-selected candidate nominations for a period of twenty-four (24) months. If the candidate does not wish for the Foundation to keep her file, she must notify the person in charge by phone or email.
- Employees of the YWCA Montreal and the Women's Y Foundation as well as members of their boards of directors and committees can submit their own nomination 24 months after the end of their mandate.
- An honorary chair can be nominated only 12 months after the end of their presidency.
- The Women of Distinction Awards are not given posthumously.

NOMINATION PROCEDURE

ONLY COMPLETE SUBMISSIONS CONTAINING ALL THE REQUIRED ELEMENTS WILL BE CONSIDERED: (PLEASE SUBMIT IN THE ORDER BELOW)

- Completed and signed **nomination form**;
- **Curriculum vitae** briefly outlining career path, volunteer activities, training as well as awards and other accomplishments (MAXIMUM : Two (2) pages – all pages beyond this number will be disregarded);
- **One (1) letter of support** related to the following question and dated during the current year;
 - (MAXIMUM : One [1] page – all pages beyond this number will be disregarded);
 - In four points, what are the main elements that prove that the candidate meets the selection criteria for this prize (see following page)? (MAXIMUM: 1 page - any additional page will be removed from the file);
- **One (1) professional photo** (electronic format 300 dpi)
- **Must provide two other professional references (with names and contact information)**, dated within the last two years

** Only for the entrepreneurship category, please attach a copy of the latest audited financial statements of the company or a review engagement report.*

Les dossiers doivent être acheminés par courriel à l'adresse suivante :

fondation@ydesfemmesmtl.org

Date limite : mercredi 31 janvier 2024

GUIDELINES TO FACILITATE THE DRAFTING OF THE DOSSIER

- Keep in mind the evaluation criteria. The capacity to inspire, lead, the exceptional nature of the actions taken, the influence in society and the voluntary contribution are important criteria in the evaluation of candidates.
- Explain the merits of the candidate; demonstrate personality traits as well as personal and professional experiences.

- Answers should be detailed and give concrete examples about the candidate's background and achievements.

EVALUATION CRITERIA

EVALUATION CRITERIA	WEIGHTING
Impact : Noteworthy accomplishments that have generated positive and long-lasting social change.	30 %
Innovation : Positive social changes rooted in original and innovative concepts	20 %
Engagement : Major contribution to community and social life, in particular, to enhance solidarity and inclusiveness.	30 %
Inspiration : Capacity to inspire, motivate and shared values.	20 %

INFORMATION

For more information, please contact:

<p>Léa Marcellesi Women's Y Foundation Tél. : 514 866-9941, ext 239 @ : fondation@ydesfemmesmtl.org</p>
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SUBMISSION AND CONSENT

Information on the candidate

First name : _____

Last name : _____

Birthdate : _____

If you are under 30, please apply for the Inspirationnelle Award.

Complete home address :

City :

Post code :

Phone :

Cell :

Email :

Handles on social medias :

This allows us to identify you in the publications where you appear if you are a laureate.

Occupation (Title) :

Employer :

Complete work address :

City :

Post code :

Work phone :

Ext. :

Declaration and consent of the candidate

I, the undersigned certify that the information given is correct and that I have examined and approved the nomination materials sent.

I am available to take part in interviews with print, radio and/or television media. I consent to the distribution of my contact information by the Women's Y Foundation to journalists interested in interviewing me. I also consent to the unpaid use of my name, portrait or other photos taken as part of the 2023 Women of Distinction Awards, as well as other professional or personal information I have provided to the Women's Y Foundation for the publicity and promotion of the 2023 Women of Distinction Awards, before, during and after the actual event.

The signature or the nomination email represents proof of date of receipt, declaration and consent.

Signature : _____ Date _____

Information on the person or organization submitting the nomination :

Association with the candidate: _____

First name: _____ Last name : _____

Complete address : _____

_____ Post code : _____

Phone : _____ Cell : _____

Email : _____

Occupation (title): _____

Employer : _____

Nomination presented in the category (please check):

Business and Entrepreneurship
Arts, Culture and Design
Community and Social Engagement
The Environment and Sustainable
Development

Information, Communication and Education
Research and Innovation
Public Services
Sport and Health/Wellness

QUESTIONNAIRE

* The nomination booklet can be filled out by the candidate herself, by another person or by a company or an organization.

1. Describe the candidate’s work and accomplishments, specifying the impact they have had or will have in terms of advancing their sphere of activity or society in general.
(300 words MAXIMUM / Impact – 30% weight factor)

2. Describe how the candidate has exhibited creativity and vision in her innovative accomplishments.
(300 words MAXIMUM / **Innovation** – 20% weight factor)

3. Beyond her professional duties, explain how the candidate's experience and values led her to actively engage in building social solidarity and inclusiveness.
(300 words MAXIMUM / **Engagement** – 30% weight factor)

4. Describe how the candidate inspires and motivates people to make change. (300 words MAXIMUM / **Inspiration**)

5. Describe, in a few lines, how the values of the YWCA Montreal are reflected and integrated into the candidate's daily life? (Respect, equity, integrity, non-violence, inclusion, and solidarity)

20% weight factor - questions 4-5