



## NATIONAL AWARDS PROGRAM

Canadian Institute of Forestry/Institut forestier du Canada (CIF-IFC) award recipients earn this distinction through demonstration of exceptional accomplishments in the field of forestry.

### ELIGIBILITY CRITERIA

1. Generally not more than one award per category will be given each year.
2. Outstanding achievement shall be judged on the basis of:
  - a. An individual in the discipline of forestry for distinguished personal contribution that has resulted in substantial advances in the science or practice of forestry; (*Canadian Forestry Achievement, Canadian Scientific Achievement, Presidential; Gender, Diversity and Inclusion*) or,
  - b. Dedicated and dynamic leadership in domestic or international management, research, affairs of professional and scientific societies, or education; (*International Forestry Achievement, Presidential*) or,
  - c. An individual is within, approximately, the first 15 years of their forestry career (therefore someone who is “young” to the profession but older in years would still qualify) who has made outstanding contributions to the forestry discipline in a shorter period of time; (*James M. Kitz*) or,
  - d. Superior personal or group accomplishments in forestry or related fields where the results obtained contribute to the advancement or promotion of the forestry profession; (*Canadian Forest Management Group Achievement, Presidential; Gender, Diversity and Inclusion Group Achievement*).
3. Recipients need not be members of the Institute provided that their contributions are judged to be of outstanding importance to forestry in Canada.
4. The recipient has not previously received the award being considered.
5. The recipient will provide the CIF-IFC with a head shot photo (JPEG/PNG file format) and a short biography (maximum 150 words) after notification of award selection.

**Please note:** The *Prince of Wales Award for Sustainable Forestry* requires completing a separate form. Please visit [www.cif-ifc.org/national-awards/](http://www.cif-ifc.org/national-awards/) to download the form.

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*Voice of Forest Practitioners / La voix des professionnels de la forêt*

**Canadian Institute of Forestry/Institut forestier du Canada**

c/o The Canadian Ecology Centre, P.O. Box 99 – 6905 Hwy. 17 West, Mattawa, ON P0H 1V0  
Tel: 705-744-1715 • Fax: 705-744-1716 • E-mail: [admin@cif-ifc.org](mailto:admin@cif-ifc.org) • Web site: [www.cif-ifc.org](http://www.cif-ifc.org)



### NOMINATION PROCEDURE

- Nominations for the award may be proposed by a CIF-IFC Section Council, three CIF-IFC members, or member of National Executive.
- It is recommended (but not mandatory) that the nominee be informed of the nomination in order to ensure eligibility and veracity of information presented.
- **Only complete nominations documents received by the deadline will be considered by the Awards Committee.**
- Nominations from previous years can be resubmitted if it is still considered relevant.

#### ALL OF THE FOLLOWING ITEMS MUST BE INCLUDED IN THE NOMINATION:

<input type="checkbox"/>	Nomination form <ul style="list-style-type: none"><li>• Including nominator signature(s)</li></ul>
<input type="checkbox"/>	Resume or Curriculum vitae (CV) of the nominee
<input type="checkbox"/>	Independent evidence of the impact of achievement in work, profession, community and/or service to clients. <ul style="list-style-type: none"><li>• Clients can include individuals, students, industry, government, the public, or other non-government organizations</li></ul>
<input type="checkbox"/>	Letter of reference by nominators <ul style="list-style-type: none"><li>• Addresses the nominee's special qualifications and/or achievements for the award</li></ul>
Additional letters of reference (Part 4 of nomination form)	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>• <b><u>A maximum of two letters of reference for James M. Kitz Award, Presidential Award, and Schlich Memorial Prize</u></b></li><li>• From individuals or groups knowledgeable of the nominee's qualifications</li><li>• Letters from outside of the nominee's place of work are encouraged</li></ul>
<input type="checkbox"/>	<ul style="list-style-type: none"><li>• <b><u>A maximum of three letters of reference for Canadian Forestry Achievement Award, Canadian Forestry Scientific Achievement Award, Canadian Forest Management Group Achievement Award, International</u></b></li></ul>

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	<b><i>Forestry Achievement Award; Gender, Diversity and Inclusion Group Achievement and Gender, Diversity and Inclusion Award)</i></b>
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- From individuals or groups knowledgeable of the nominee's qualifications
- Letters from outside of the nominee's place of work are encouraged

## **THE AWARD**

The award will consist of a wooden plaque and an appropriate citation.

## **SELECTION CRITERIA**

Consideration is given to impact on society, and/or industry, and/or forestry, and/or the CIF-IFC, or profession, ingenuity, complexity, environmental and economic impacts, and service to the profession and community.

## **ANNOUNCEMENT**

The awards are presented by the President of the CIF-IFC during the Awards Banquet at the National Conference and Annual General Meeting.

The award recipients agree to standard publicity notification arranged by the CIF-IFC. Details of the award will be published in relevant media and on the Institute's web site ([www.cif-ifc.org](http://www.cif-ifc.org)).

## **DEADLINE**

The completed nomination package can be sent by mail, email or fax to the CIF-IFC National Office and must be received by **May 15, 2021**.

## **FOR MORE INFORMATION:**

**Canadian Institute of Forestry/Institut forestier du Canada**  
P.O. Box 99, 6905 Hwy 17 West, Mattawa, Ontario, P0H 1V0

**E-mail:** [media@cif-ifc.org](mailto:media@cif-ifc.org)  
**Phone:** (705)744-1715 x 585  
**Fax:** (705)744-1716

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**NOMINATION FORM**  
**- NATIONAL AWARDS PROGRAM -**

Name of Award:

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**PART 1: NOMINEE INFORMATION**

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Full Name of Nominee (individual or group)

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Address (business and/or home)

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City, Province

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Postal Code

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Telephone #

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Email

If Nominee is a CIF-IFC Member, which Section do they belong to?

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The Nominee is:     An individual     A group

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**PART 2: NOMINATOR INFORMATION**

**Origin of Nomination**

**CIF-IFC Section:** \_\_\_\_\_  
(Section to provide a letter stating Council/Member endorsement)

**Three CIF-IFC Members:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Member of CIF-IFC National Executive:** \_\_\_\_\_

**Has this nomination been discussed with the nominee?**

**Yes**        **No**

**If no, please explain:**

\_\_\_\_\_

**Nominator 1**

\_\_\_\_\_

<b>Last Name</b>	<b>First Name</b>	<b>Middle Initial</b>
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\_\_\_\_\_

**Address (business and/or home)**

\_\_\_\_\_

<b>City, Province</b>	<b>Postal Code</b>
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\_\_\_\_\_

<b>Telephone #</b>	<b>Email</b>
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\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Nominator 2** *(if applicable)*

\_\_\_\_\_  
**Last Name**

\_\_\_\_\_  
**First Name**

\_\_\_\_\_  
**Middle Initial**

\_\_\_\_\_  
**Address (business and/or home)**

\_\_\_\_\_  
**City, Province**

\_\_\_\_\_  
**Postal Code**

\_\_\_\_\_  
**Telephone #**

\_\_\_\_\_  
**Email**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Nominator 3** *(if applicable)*

\_\_\_\_\_  
**Last Name**

\_\_\_\_\_  
**First Name**

\_\_\_\_\_  
**Middle Initial**

\_\_\_\_\_  
**Address (business and/or home)**

\_\_\_\_\_  
**City, Province**

\_\_\_\_\_  
**Postal Code**

\_\_\_\_\_  
**Telephone #**

\_\_\_\_\_  
**Email**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

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## PART 3: INDEPENDENT EVIDENCE

**Part 3 information must be provided in a separate PDF document.**

Please provide information about the nominee according to the categories listed below. All categories must be addressed and can be accompanied, if necessary, by documentation.

***James M. Kitz Award, Presidential Award, and Schlich Memorial Prize:***

**Accomplishments:**

Provide a list of accomplishments completed or undertaken by the nominee that demonstrate why this individual is deserving of the award.

**Personal and General Information:**

Provide additional information on the individual's education, publications, directorships, honours and decorations, years of dedicated service to the CIF-IFC or profession, and other relevant information.

***Canadian Forestry Achievement Award, Canadian Forestry Scientific Achievement Award, Canadian Forest Management Group Achievement Award, International Forestry Achievement Award; Gender, Diversity and Inclusion Group Achievement Award\* and Gender, Diversity and Inclusion Award\*:***

**Impact on society, and/or industry, and/or forestry, and/or the CIF-IFC or profession:**

*The number of individuals whose lives have been positively affected by the forest practitioner, the magnitude of the positive impact created by the nominee, and the importance of accomplishments to Canada's economic and social well-being.*

This section should include information of how the research/project/initiative/program/ accomplishments of the nominee have significantly impacted the forest industry, the CIF-IFC or the profession. Describe the nominee's positive national, international, provincial, regional, and local impact(s), and if a significant number of individuals have been positively affected.

***\*Gender, Diversity and Inclusion Group Achievement Award:***

*In addition to demonstrating the above, also highlight actions undertaken by groups (including volunteer groups and/or organizations) to advance gender equity, equality, diversity and inclusion of under-represented groups in the forest sector.*

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- Demonstrate the impact and outcome of actions undertaken to advance gender equality and equity within the organization or group.
- Create an inclusive workplace and culture (through policies, mentorship programs, tackling barriers and offering opportunities for advancement of all genders)

**\*Gender, Diversity and Inclusion Award:**

*In addition to demonstrating the above, also highlight actions undertaken by individuals to advance gender equity, equality, diversity and inclusion of under-represented groups in the forest sector.*

- Demonstrate the impact and outcome of individual actions undertaken to advance gender equality and equity within their workplace or community.
- Acts as a champion, ally or role model within their workplace or community.

**Ingenuity:**

*The ingenuity displayed in the conception, design, and execution of the nominee's work/ leadership as it applies to the advancement of the field of forestry and/or the CIF-IFC as the voice of forest practitioners in Canada.*

This section should describe how the nominee has shown initiative and demonstrated leadership. Describe if the field of forestry has been advanced and/or if the CIF-IFC or the profession has been advanced.

**Complexity:**

*The complexity of the nominee's work/leadership in addressing forestry issues in the nominee's area of expertise and/or projects/activities within the CIF-IFC.*

This section should describe the special skills or knowledge required to complete the task and if team work was required. Also describe if the research/product is available/useable by the forest industry.

**Environmental and Economic Impacts: (if applicable)**

This section should discuss whether the work/leadership was achieved in a manner that recognized and promoted sustainable forest development with consideration of the environment.

**Service to the Profession and the Community: (if applicable)**

This section should include such areas as the practice of forestry; the teaching of forestry; the undertaking of forestry research; working with the public to better understand the role of forestry and forest practitioners in Canadian society; and active participation in forestry

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associations, societies, and institutions such as volunteer work in the community, service clubs, and charitable organizations.

### **Personal and General Information:**

Provide additional information on the individual's/group's education, publications, directorships, honours and decorations, years of dedicated service to the CIF-IFC or profession, and other relevant information.

## **PART 4: ADDITIONAL LETTERS OF REFERENCE**

Please provide letters of reference from individuals or groups knowledgeable of the nominee's qualifications. Attach letters to the submission including email and/or phone number contact information for the references. References and nominators may be contacted to clarify any information regarding the nomination.

- A maximum of two letters of reference (*James M. Kitz Award, Presidential Award, and Schlich Memorial Prize*)
- A maximum of three letters of reference (*Canadian Forestry Achievement Award, Canadian Forestry Scientific Achievement Award, Canadian Forest Management Group Achievement Award, International Forestry Achievement Award, Gender, Diversity and Inclusion Group Achievement and Gender, Diversity and Inclusion Award*)

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