## **Nomination Form**



REALTORS<sup>®</sup> are making a positive impact in their communities across Canada. Now's your chance to help a REALTOR<sup>®</sup> you know get the recognition they deserve on a national stage. If they are selected as our winner for the Canadian REALTORS Care<sup>®</sup> Award 2025 Proudly Presented by REALTOR.ca, a charity of their choice will receive a \$10,000 donation from The Canadian Real Estate Association (CREA).

Alongside your completed nomination form you must also include at least one (1) letter of reference from a registered charity, and at least one (1) piece of supporting documentation (see questions 7 and 8 for requirements).

For additional guidance and tips for each question **please hover or click** on the information buttons and a pop-up window with tips and hints will appear.

All nomination packages must be received by Sunday, December 1, 2024, at midnight EST. Nomination packages may be submitted via our online form, or by mail, or email via the following addresses:

**The Canadian Real Estate Association** 200 Catherine St., 6th floor Ottawa, ON K2P 2K9 realtorscare@crea.ca

#### \* All questions are required unless otherwise noted





# Canadian REALTORS Care<sup>®</sup> Award 2025 Nomination Form

- 1. I confirm that I have read the "Award Details" section, including the Privacy Notice Yes
- 2. Provide contact information for yourself and your nominee.

### YOUR INFORMATION

Name	2:
	oany/Office (if applicable):
	e:
	:
	onship to Nominee:
NOMINE	EE INFORMATION
Name	
	oany/Office:
	2:
Email	

- 3. How did you hear about the Canadian REALTORS Care® Award?
  - Other:\_\_\_\_\_

4. In 1500 characters or less, describe the impact the nominee has had on their community.

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5. Identify all the registered Canadian charities, non-profits, and groups supported by the nominee. Please begin with at least one registered charity. If you require space for more non-profits and charities, please attach more pages.

#### Name of registered charity:

How long has the nominee been supporting this organization?

Other:

How often do they volunteer?

Other:

In 1500 characters or less, describe the nature of their support of this organization:

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#### Name of additional charity, non-profit, or community group (optional):

How long has the nominee been supporting this organization?

Other:\_\_\_\_\_

How often do they volunteer?

Other:

In 1500 characters or less, describe the nature of their support of this organization:

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#### Name of additional charity, non-profit, or community group (optional):

How long has the nominee been supporting this organization?

Other:\_\_\_\_\_

How often do they volunteer?

Other:\_\_\_\_

In 1500 characters or less, describe the nature of their support of this organization:

\_\_\_\_\_

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6. I confirm that the nominee contributes to the listed organizations above in a volunteer capacity. *\*If no, please describe the capacity in which they contributed, and with which organizations* 

Yes	No			

7. I have attached, or will send separately, reference letter(s) dated 2024 supporting the nominee's volunteer impact in their community, **at least one (1) of which must be from an official representative of a <u>registered charity</u> whose status can be <u>confirmed by the Canadian Revenue Agency.</u>** 

8. I have attached, or will send separately, a minimum of one (1) additional piece of documentation showing the charitable efforts and impact of the nominee in the form of social media posts, media coverage, photos, or videos.

Yes

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## AWARD DETAILS

#### Nominations:

The nomination period for our 2025 award will open on September 10, 2024. All submissions must be received by Sunday, December 1, 2024, at midnight EST in order to be considered. Anyone can nominate an eligible REALTOR® for the award, except current members of The Canadian Real Estate Association's (CREA) Board of Directors, nor current members of its ESG Committee (see Eligibility Criteria below).

REALTORS<sup>®</sup> may not nominate themselves. Nominators must complete our nomination form with the name and contact information of the REALTOR<sup>®</sup> they're nominating, as well as their name and contact information, for correspondence purposes.

A description of the nominee's contribution to the community, including the nature of their volunteer work, the name of at least one registered Canadian charity plus any other charities, non-profits, and/or community groups they support, the length and frequency of their service, and any other relevant information, is also required. If the proposed nominee is contributing to a charity, non-profit, or community group in a non-volunteer capacity, their contributions will be considered, but must be accompanied by significant volunteer contributions. Nomination packages must be submitted by the nominator.

Nominators must source and provide **at least one (1) letter of reference** from a <u>registered Canadian charity</u>, dated 2024, supported by the nominee in order for their nomination to be considered. The letter must be written by a charity representative who supports the nomination and who can speak to the unpaid volunteer work and impact accomplished by the nominee.

Nominators also must provide **at least one (1) piece of supporting documentation** as evidence of the nominee's charitable work and impact. Examples of supporting documentation include but are not limited to: media coverage, social media posts, photographs, blogs, or videos. Additional letters of reference from community members and non-profits can strengthen a nomination package, and are recommended, but are not required.

#### **Eligibility Criteria:**

Nominees must be REALTORS<sup>®</sup> (licensed real estate professionals who are members of CREA) in good standing. Current members of the CREA Board of Directors and its ESG Committee may not be nominated. Nominees must have significant and verifiable history of support of one or more Canadian charities. They must have made at least some of their contributions during the previous calendar year (2024). The Selection Committee will also consider ongoing efforts outside that time frame that demonstrate a depth of commitment.

The award is designed for individual REALTORS<sup>®</sup> only, not groups of REALTORS<sup>®</sup>. The only exception is if two (2) REALTORS<sup>®</sup> work together on a project as equal partners and their work truly cannot be separated.

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#### **Review of Submissions and Winner Selection:**

CREA staff will conduct a preliminary evaluation of all nomination packages received. They will evaluate each nominee based on the following criteria: depth of commitment, addressing inequity, personal impact on charity and/or community, persuasiveness of nominator and charity representatives and inspiration. Following this review, the Selection Committee will be presented with the top ten nominees.

Our Selection Committee will be made up of two (2) ESG Committee members and a current Director from the CREA Board of Directors. The committee will review the top 10 nominations, and then meet via conference call in January 2025 to select the recipient.

The winner must be willing to be photographed, interviewed, and featured in various media about the award. If the Selection Committee's first choice is unwilling to comply, the committee will move forward with the runner-up. Nominees will be judged on the evidence provided of their personal contribution and commitment to supporting one or more registered charities in Canada and the impact of their personal contribution.

The decision of the Selection Committee shall be final, and CREA will not enter into any discussion concerning the results with other nominees or nominators. The winner and their nominator will be notified of the results in early 2025.

#### Award and Presentation:

The winner and a guest will be provided with travel expenses to and from Ottawa, and accommodations (up to two rooms, if necessary) to attend CREA's 2025 Annual General Meeting (scheduled for Tuesday, April 8, 2025). At the event, the recipient will be presented with a trophy, and a donation of \$10,000 will be sent to their registered Canadian charity of choice. The winner(s) and their guest will also be provided with complimentary tickets to the CREA President's Dinner.

News of the award results will be distributed to media outlets across the country and promoted in CREA's News2Me e-newsletter (distributed directly to 160,000-plus REALTORS<sup>®</sup>), on CREACafe.ca and via CREA and REALTORS Care<sup>®</sup> social media channels.

#### **Privacy Notice:**

The information you provide on this form is collected for the purposes of reviewing, evaluating, and selecting one award recipient for the Canadian REALTORS Care<sup>®</sup> Award 2025. This information will be shared with the Selection Committee and CREA staff as noted above and used in an editorial capacity to feature nominees in CREA communications.

All personal information will be administered in accordance with the Personal Information Protection and Electronic Documents Act (PIPEDA) and other applicable privacy legislation. You have the right to the protection of, access to, and correction of your personal information in accordance with <u>CREA's Privacy Policy</u>.

By submitting a completed nomination form, you confirm that you and the nominee provide CREA with express consent to collect, use, disclose, and retain this personal information for the purposes outlined herein.