



Celebrating Municipal Excellence
2023 Nomination Form
Deadline: 4:00 p.m. on Tuesday, November 21, 2023

Nominee Contact Information	
Name of municipality/ municipalities being nominated: <i>(please include the names of all partner municipalities)</i>	
Contact Name:	
Contact role in project:	
Telephone #:	
Mailing Address:	
E-mail Address:	
Name of Nominated Practice or Project:	
Date of Project or Practice Initiation:	
Date of Project or Practice Completion: <i>(If ongoing, please indicate)</i>	Ongoing: <input type="checkbox"/>

Nominator Contact Information	
Name:	
Organization:	
Position:	
Mailing Address:	
Telephone #:	
E-mail Address:	

Please provide as much detail as possible. Winning practices are posted in the Best Practices Library as a reference or resource to others. Nominations that clearly outline the practice and all steps involved have a higher chance of being selected for an award.

The Practice

1. What issue inspired the nominated project or practice?

2. What has this project or practice done to address the issue?

The Process

This section should be the longest and most detailed part of your nomination. Include enough information, such as steps, resources accessed, and considerations to support a municipality interested in applying the same project or practice.

3. Indicate who had a direct role in this project or practice:

- Municipal Council
- Municipal Administration
- Other

4. What was the role of the municipal council and/or municipal staff in this project or practice?

5. Were other groups were involved in developing this project or practice? If so, who were they and what role did they play?

6. What resources were involved?

7. How was the project or practice developed?

The Results

8. What effect did this project or practice have on the community?

9. Was a formal evaluation done after the project or practice was completed? Please explain.

10. Describe any challenges faced.

Lessons Learned

11. What lessons were learned and what would you recommend doing differently?