

## Zone 2 Municipal Excellence Program

### Purpose

Recognize and reward one-time achievements that have a notable impact on a program, to a project, or an individual activity that contributes to the vision and to the pursuit of excellence within municipal government. Awards are provided at the discretion of the Zone 2 Executive and will be distributed once a year.

### Eligibility

All Zone 2 AMCTO members are eligible for the award program, with the exception of Zone 2 Executive members. Applications for nomination must clearly demonstrate successful accomplishment of one or more criteria for the program, project or individual activity.

### Criteria

1. Technical accomplishment, breakthrough or discovery;
2. Creativity and/or initiative used in accomplishing work assignments, including problem definition and solution;
3. Innovation by team or individual that contributes to progress towards the completion of a project or milestone;
4. Exemplary performance in response to an important organizational need;
5. Improvement of quality, efficiency, safety, productivity, etc.;
6. Administrative or management practices that have a positive effect;
7. Community leadership through project management for a significant project or reaction to a significant event.

### Application

Nominations will be accepted through an application process. Awards will be presented at the Zone 2 Spring meeting.

- Please prepare a separate application for each nomination to be submitted.
- Please include a detailed description of the project/program/activity and its benefits, to a maximum of three (3) pages excluding any supporting documentation, see attached questions.
- Completed application package must be submitted to the attention of the AMCTO Zone 2 Chair Kathy Pearl at [kpearl@adjtos.ca](mailto:kpearl@adjtos.ca)

**Deadline for submission of applications - March 1<sup>st</sup>, 2018**

