

# NOMINATE SOMEONE

## Selection criteria



## Corporate Volunteering Nobilé (Corporations - organizations in the public and parapublic sectors)

Every year, the VBM awards Nobilés to recognize volunteering. This recognition highlights and showcases volunteers who are involved with VBM member organizations, as well as the best practices, latest trends, and innovative contributions to volunteering from various stakeholders in Montreal.

This guide will help you prepare a nomination for the Corporate Volunteering Nobilé.

### General selection criteria and evaluation process

HINT: In order to make sure you have not forgotten any criteria, please check the corresponding box to the left of the text when the information has been verified.

#### Selection criteria

- Nominated organizations must have performed activities on a voluntary basis, with or without compensation from the employer.
- Nominated organizations must have performed the activities for which they have been nominated to benefit a VBM member organization.
- All nominations must be submitted by organizations whose membership with the VBM is in order from the time they are submitted until the awards have been handed out.
- Neither members of nominated organizations nor employers may submit their own nomination.
- Members of organizations that wish to be nominated and their employers must consent to their nomination and confirm the presence of a representative of the nominated organization at the gala on April 21, 2020, if the group is one of the finalists.

- Organizations submitting nominations can submit only one nomination per category in the same year.
- Nominated organizations can receive only one award in the same year.

Nominations must be submitted using the following [online form](#). Nominations received by email or mail will not be accepted.

- All nominations must be submitted with at least one letter of support written by one or more persons who have direct knowledge of the nominated organization's contribution. The letters of support must give examples of one or more volunteer activities performed by the nominated organization. They cannot be submitted by family members, by a person in the nominated organization, or by the person who nominated them.
- Members of the Gala jury are not authorized to submit nominations.
- Persons volunteering in religious, political, union, or professional organizations are not eligible.
- Organizations that submit more than one nomination (in different categories) must submit, for each nomination, documents whose contents are specific and exclusive in nature to that nomination.
- Nominations will not be accepted after **Sunday, February 2, 2020, at midnight**.

### Evaluation process

There are three steps to the nominee evaluation process:

1. The VBM verifies the eligibility of the nominees.
2. A jury of panelists unaffiliated with the VBM evaluates the nominees according to the evaluation criteria, determines three finalists, and proposes one winner per category.
3. The VBM's Board of Directors confirms the proposed winner in each category from among the three finalists.

### Corporate Volunteering Nobilé: description and evaluation criteria

This award recognizes a company in the private sector, public organization, government department, or Crown corporation where a group of employees has performed one or more volunteering activities benefitting a VBM member organization. This company or corporation has implemented the best policies or practices to promote volunteering among its employees.

## Evaluation criteria

1. **Nature of the contribution** (15 points)  
Description of the activities and the program implemented by the employer to encourage and support employees to volunteer in the community.
  
2. **Impact (quantitative dimension)** (20 points divided according to the following two criteria)
  - a. Description of the scope of the activity (10 points): number of people involved, number of people affected, duration of the activity, number of services rendered, etc.  
  
AND
  - b. Details about the program (10 points): number of employees who have been made aware, number of employees recruited, employee retention rate for volunteering, etc.
  
3. **Outcome (qualitative dimension)** (25 points divided according to the following two criteria)
  - a. Description of lasting external effects (10 points) on a clientele, an area, an environment, a neighbourhood, or a community, and confirmation of the continued existence of the action.  
  
AND
  - b. Description of the lasting internal effects (10 points) on employees and confirmation of the continued existence of internal policies and practices.
  
4. **Innovation** (10 points)  
The innovative nature of the activity and/or policies and practices corresponds to the following definition from the Réseau québécois en innovation sociale:  
  
*“A **social innovation** is a new idea, approach, or action; a new service, a new product, or a new law; a new type of organization that meets a well-defined social need in a better and more sustainable manner than existing solutions; a solution that has been adopted by an institution, an organization, or a community and that produces a quantifiable benefit for the community and not only for certain individuals. The impact of a social innovation is transforming and systemic. It constitutes, in its inherent creativity, a break with what already exists.”*
  
5. **Inspiration** (20 points)  
The nominated group and the employer have inspired, stimulated and/or influenced other employers; have shared their experience or knowledge with others; have implemented ways to allow for their experience or knowledge to be repeated or reproduced.

6. **Letters of support** (10 points)

The nomination is submitted with at least one letter of support confirming the volunteer activities performed by the nominated organization.

Need help filling out your nomination form?  
Contact us: 514-842-3351 or [candidatures@cabm.net](mailto:candidatures@cabm.net)

Les Nobilés gala is an initiative of the Volunteer Bureau of Montreal.

