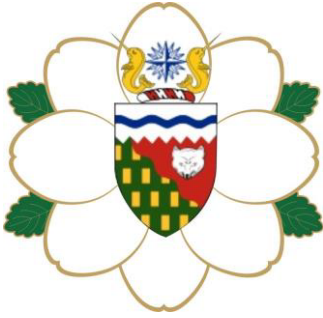


Nomination Form



Order of the Northwest Territories

The Order of the Northwest Territories was established in 2013 by the *Territorial Emblems and Honours Act* to recognize individuals who have served with the greatest distinction and have excelled in any field of endeavour benefiting the people of the territory. It is the highest honour awarded to residents of the Northwest Territories.

Anyone can nominate someone for the Order of the NWT. Nominations are open year-round, but the current closing date will be updated on the website each year.

Eligibility

The nominee must:

- Be a current or former resident of the NWT
- Have made extraordinary contributions to the North
- Have served with distinction while benefiting the people of the North

The nominee must NOT:

- Nominate themselves
- Be a group or organization
- Be a current:
 - elected representative (federal, provincial, territorial, or municipal) or judge
 - elected leader of an Indigenous government

To complete this form, you will need:

- Your name and contact (as the nominator)
- The nominee's
 - name and contact
 - any dates of service you are aware of
 - at least three (3) letters of support from individuals or organizations
 - description of what they have done to set them apart
 - description of their contributions to the NWT or elsewhere, how it is unique or innovative, and how it made significant improvements to the lives or culture of people in the NWT

Nominee information

If choosing to submit hard copy, please print clearly and complete in full.

Date of Nomination: _____

Gender: Male Female

Mr.	Mrs.	Miss	Ms.	Dr.
Prefix	First Name			Last Name

Title	Organization
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Apt.	Street Address
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City	Province/Territory	PostalCode
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Approximate dates and communities where the nominee lived in the Northwest Territories

E-mail	Telephone	Mobile
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Occupation and/or field of endeavour (select one):

Arts and Culture	Environmental	Science and Technology
Business	Industry	Sports and Recreation
Communications	Labour	Volunteer Service
Community Leadership	Professions and other occupations	Other (please identify) _____
Education	Public Service	_____

My reasons for making this nomination are (200 words maximum per question)

(Please answer the following questions which are provided to help ascertain the eligibility of your nominee. If the answers do not fit in the allotted space on this form, please attach your answers on a separate sheet of paper. There is a 200 word limit per question.)

1. Please describe what the nominee has done or created that sets them apart:
2. Please describe how the nominee's significant contribution is recognized in the Northwest Territories, Canada and/or outside of the country. Is the nominee known outside Canada or outside the Northwest Territories for that significant contribution?:
3. Please describe how the nominee's contribution is recognized as something unique and innovative. Has the quality of the nominee's contribution been such as to be recognized by their peers as singularly outstanding (a milestone, founding of institutions, establishing a new style of artistic endeavour, defining and attaining a new standard)?:

4. Please describe how the nominee's contribution has made a significant improvement to the life or culture of the people of the Northwest Territories:
5. Please describe how the nominee made a substantial contribution to the people of the Northwest Territories by their sustained or outstanding personal service:
6. Please provide three letters from individuals or organizations in support of this nomination. By submitting this form you are confirming that individuals who have agreed to submit letters in support of this nomination have authorized you to provide their information as disclosed on this form. **Letters of support are a very important part of the nomination process, the Honours Advisory Council relies heavily on the strength of the letters in their decision making.**

Nominator Information

Preferred Method of Contact:

Email

Phone

Mail

Mr.

Mrs.

Miss

Ms.

Dr.

Prefix

First Name

Last Name

Title

Organization

Apt.

Street Address

City

Province/Territory

Postal Code

E-mail

Telephone

Mobile

Please review and acknowledge the following. Hard copies should be sent to the address below or alternatively, email your completed nomination to Speaker@ntassembly.ca.

The Nominator (the person completing this form) is clearly identified and the contact information is complete to allow correspondence from the Honours Advisory Council.

I hereby declare that all the information provided in this application is true and accurate in every respect. I understand that the nominee would be denied membership in the Order if the information is found to be inaccurate for any reason.

All questions about the Nominee have been answered.

Mailing Address:

Honours Advisory Council of the
Order of the Northwest Territories
4570-48th Street
Yellowknife NT X1A 2L9
867-767-9130 ext. 12005

Important Information

- Everything you submit for the nomination will remain confidential and will not be shared with third parties.
- Documents will not be returned (please do not send important original documents).
- Please do not notify the nominees until the NWT Honours Advisory Council has made the names public.

Frequently Asked Questions

What can I do to give the person I am nominating the best chance to be recognized?

- The Order is merit-based. Try to include as much info as you can, the more facts and dates you include, the easier it will be for the Council when they review.
- Support letters are very important, please let the references know their letters are a key part of the review.

What happens after I submit a nomination?

- You will receive an acknowledgment that the nomination has been received and the date of the next Council meeting.
- The Council will advise both successful and unsuccessful candidates once the decisions are made.

Who decides the outcome of a nomination?

- The Honours Advisory Council considers all nominations individually and then collectively before submitting their recommendations to the Commissioner of the NWT.
- The Council must all agree on each nomination and their deliberations are confidential.

Why are some nominations unsuccessful?

- The Council receives several nominations per year and only (up to) 3 people can be chosen each year.
- If a nomination is unsuccessful, it doesn't mean they haven't made a positive contribution to the NWT. There are several factors that might influence success, some listed below:
 - The level of support provided by the support letters
 - The length of time they have been making their contribution to the community/territory
 - If their contributions were part of working life, or if it extended outside of that as well
 - Possible findings against the person nominated identified at the time the nomination

Can an unsuccessful nomination be reviewed?

- Unfortunately, there is not an appeal process for the Order of the Northwest Territories.
- There is no limit to how many times a person can be nominated. The Council encourages unsuccessful nominees to submit the nomination in future years.

What happens when a person becomes a Member of the Order of the NWT?

- The Commissioner will invite the successful nominations to a special ceremony where they are presented with an insignia and are formally invested into the Order.
- New members also receive a lapel pin and a Certificate of Appointment.
- Members are entitled to use the post-nominal letters O.N.W.T. after their names.

If you have any questions about the collection, use or disclosure of this information, please contact the Secretary to the Honours Advisory Council at (867) 767-9130 ext. 12005 or email Speaker@ntassembly.ca