# AWARDS NOMINATION PROCESS AND SCORING CRITERIA

**Nomination Process:**

1. Online nomination applications are available on the AutismBC website from July 22nd to August 28th, 2020

2. Mandatory fields in the nomination application form include:
   - the applicant's name and e-mail address
   - the nominee's name and e-mail address, and the community in which they reside
   - All scoring criteria fields (see explanation below)
   - All applicants must upload 3 photos of their nominee and a video under one minute long  stating why they are nominating their nominee. The photos and video will not be part of the judging process. Applicants and nominees must give consent for their photo and video to be shared on AutismBC's social media and website.

3. Applicants can only nominate a person one time. Multiple nominations of the same person by the same applicant will not be considered. Multiple nominations of the same person by different applicants will be considered but must include all mandatory fields in the nominations.

4. Nominations must be completed by August 28th, 2020 to be considered.

5. The list of nominees will be screened in two rounds: Round one will be scored by the Shortlisting Committee, Round two will be screened by the Awards Finals Committee.

6. Committee members numerically score the entries assigned to them based on a set of seven scoring criteria fields (see below) with a total score out of 10 in each field. Scoring criteria are totalled for each entry for a maximum total of 70. The average is then calculated across all judges.

7. If a nominee has more than one nomination, 1) their highest scored entry will be the one considered against other nominees, and 2) they will receive additional points. Nominees with 2 – 5 nominations will receive 0.5 additional points to their total, nominees with 6-10 nominations will have 1 point added to their points total.

8. For each category, the top three nominees with the most points will be shortlisted by the Shortlist Committee.

AutismBC

9. For each category, the shortlisted nominees will be scored by the Awards Finals Committee in the same process. Shortlisted scores will not be shared with the Finals Committee for fair and impartial judging.

10. The nominee with the most points in each category receives the award.

11. If there is a tie vote, the Awards Finals Committee will vote to select the winner. The nominee with the most votes will be the successful candidate. Another tie would be decided by a draw.

12. Shortlisted nominees will be contacted September 15th, 2020, and if, possible, scheduled for a photo with their category sponsors for online presentation.

13. Award winners will be contacted on October 13th and will be publicly announced during the online awards show on October 25th, 2020. Shortlisted nominees will be contacted as well, informed of the winner, and will receive a certificate from the BC Autism Awards.

14. Winners will be awarded $1,000 each to go towards a project in their field that will advance inclusion for the autism community in the province. An additional form with outcomes will be included in project requirements.

## Conflict of Interest:

Committee members and the Awards Administrator are ineligible to make a nomination or be nominated. Awards Committee members are expected to declare any conflict of interest. If there is a conflict of interest for any committee member, they will not be allowed to vote or influence the vote of that award. All decisions made by the Awards Administrator regarding conflict of interest will be final.

## Guiding Principles:

The Awards Administrator will be responsible for collecting, screening, and reporting nominations to the Awards Committee.

The Awards Committee will be responsible for short-listing nominees and selecting award winners. The Awards Committee agrees to consider each nominee equally, fairly, and with professional integrity.

Awards Categories:

- **Volunteer of the Year BC:** Awarded to a volunteer whose work has positively influenced the autism community. (Sponsored by Pawlik Automotive)
- **Self-Advocate of the Year BC:** awarded to an autistic who has advanced the well-being of other autistic people.
- **Inclusive Employer of the Year BC:** Awarded to an organization or company that has demonstrated inclusive practices and support for individuals on the autism spectrum. (Sponsored by Orbital Learning)
- **Regional Community Impact Award:** Awarded to an individual, program or community group that has demonstrated a commitment to creating inclusive communities by championing opportunities for community members on the autism spectrum. Open to 4 regions in BC:
    - Lower Mainland
    - Interior BC
    - Vancouver Island (sponsored by Quality Foods)
    - Northern BC
- **Nina Pickburn Award:** nominated by the AutismBC Board of Directors for outstanding contribution to autism in BC.

Scoring Criteria:

Help us get to know your nominee by telling us about their story and autism journey.

Scoring criteria fields. Maximum 300 words each field (excluding field 1.) Each field will be scored out of 10 points.

1. CHARACTERISTICS: What are the top 3 words you would use to best describe the person you are nominating. (Maximum 3 words in field)

2. ROLE: Describe the nominee's role or achievement as it relates to the award category

3. IMPACT: Describe how your nominee's contributions have made a lasting difference in the community or to others. Who benefited or will benefit from the nominee's contribution; how many people were and are affected? How?

AutismBC

4.  **ENGAGEMENT** - how has the nominee engaged others? Did the nominee use outside resources or get other partners involved?

5.  **CHALLENGES** - Describe the challenges (personal, social, or other) that the nominee has overcome to contribute to their community.

6.  **INSPIRATION** - Describe how the nominee became a role model in their community or in their organization. How did the nominee share their experience and knowledge and who did they share it with?

7.  **SUSTAINABILITY-** How will the nominee use the $1,000 grant if awarded?