



Ontario Public Library Service Awards

Call for Submissions Application Form

Please type or print clearly.

Name of Public Library Board and Chief Executive Officer

Telephone
()

E-mail Address

Please indicate the category served by your public library board (i.e. population served)

- Small (serving a population of under 25,000)
 Medium (serving a population of 25,001 – 100,000)
 Large (serving a population of 100,001 or greater)

For which award is this submission being made? (Please check one only)

- Minister's Award for Innovation **or** Angus Mowat Award of Excellence

Project title and name of the individual(s) or partnerships responsible for planning and carrying out this project or activity

Provide a brief statement about this project, why you submitted it in the category above, and why you have submitted it (i.e. what impact has the project had?). Please also provide this statement via e-mail and note that this statement will be used in ministry publications about your project. (Approximately 90 words or less):

This project should be nominated for an award because...

Please answer the following:

Should your project be short-listed for an award, can the Ministry share the project details publicly?

- Yes No

If you answered 'Yes' to the above, do you have all the necessary permissions for any photos of people you may have used as part of your library's submission?

- Yes No

Please submit the following information on your project with this submission form:

A. Executive Summary

- Brief project description

B. Project Proposal/Description

- Project's goals and objectives
- Project's relevance to other libraries
- Project relevance to government's priorities
(Success for Students; Better Health; Jobs and prosperity)

C. Project Management

- Project planning, design and implementation
- Time frame in which project was completed
- The costs involved in the project
(remember to include staff costs)

D. Outcomes/Impact

- Method used to evaluate the project and its results
- Project's impact on library and community (provide measures)

E. Appendices

- Include newspaper clippings, photos, letters, brochures and reviews where available. Supply video and audio tapes only if they are an integral part of your project.

*** Only projects which have been completed, or running for at least a full year, will be considered by the committee.**

Signature, Chief Executive Officer

Date

Signature, Board Chair

Date

Direct inquiries and submission should be sent to:

Adam Haviaras, Ministry of Tourism, Culture and Sport, Culture Division, Programs and Services Branch
Telephone: (416) 314-7158, e-mail: adam.haviaras@ontario.ca
