

Ktunaxa Citizens' Excellence Awards and Grants Guidelines

This document provides an overview of the awards categories, and information on the nomination/application process for both the awards and grants.

Contents

About the Ktunaxa Citizens' Excellence Awards.....	1
Nomination Information	2
About the Excellence Grant Awards.....	3
Grant Application Information	3

About the Ktunaxa Citizens' Excellence Awards

The Ktunaxa Citizens' Excellence Awards (KCEA) are intended to support and celebrate the self-development of Ktunaxa Citizens, regardless of where they reside.

There are five awards, four under the Honour stream, and one in the Excellence Grant stream. Areas that awards will be considered include:

- Cultural Knowledge and Language
- Sports
- Arts and Entertainment
- Business and Career

The following is a brief description of each award category:

Honour Awards Category

Honour Awards are:

- Lifetime Achievement
- Recognition
- Honorable Mention
- Language Learners'

The Lifetime Achievement Award is awarded annually to someone who is still with us, and during their lifetime, has made a significant contribution to the Ktunaxa Nation.

The Recognition Award is awarded annually in recognition of a high level of success achieved by a Ktunaxa Citizen or Group.

Honorable Mention is awarded annually in recognition of success achieved by a Ktunaxa Citizen or Group that does not quite meet the threshold for the Recognition Award, but is worthy of acknowledgement.

The Language Learners' Award is awarded to those that have committed to learning the Ktunaxa language, and have reached a specific milestone level of formal language learning as follows:

- Seedling (at least 100 hours of learning)
- Bud (at least 300 hours of learning)
- Bloom (at least 500 hours of learning)
- Master Apprentice (over 800 hours)

Nomination Information

Lifetime Achievement & Recognition

How do I nominate someone?

A Call For Nominations for Honour Awards is made at around the beginning of April each year. The Call for Nominations will include information on where nomination forms can be obtained and the deadlines for submission.

The nominator must be a Ktunaxa Citizen, First Nation, or group. The nominator(s) must complete the nomination form provided, or provide a letter of no more than three pages, with the following required details:

- Under which of the Honour Award categories is the nomination being made (Lifetime Achievement, Recognition or Honorable Mention).
- Name and mailing address of the individual or group being nominated, and the name of the Ktunaxa First Nation they are affiliated with or descended from.
- A few paragraphs describing the person's or group's contribution or success in their field
- What this person's or group's involvement has meant to their community or to the Ktunaxa Nation.
- One paragraph describing the nominator's relationship to the nominee.
- The signature of the nominee.

Please note, nominations that do not include all of the required information will be considered to be incomplete and will be returned to the nominator for completion. Completed nominations that are received after the stated submission date will not be considered.

How are the award recipients selected?

The successful nominees will be selected by the Ktunaxa Citizens' Excellence Awards Committee (KCEA).

What does the award recipient receive?

The recipients for the Lifetime Achievement Award will receive a cash award of \$1000.00. The recipients for the Recognition Award will receive a cash award of \$500. There is no cash award for Honorable Mention recipients. All recipients under the Honor Awards will receive a gift commemorating their achievement.

How will the nominee and nominator be notified if they are successful?

The successful nominees and their nominator(s) will be notified by letter.

When will Honour Awards be presented?

All awards, including Language Learners' Awards, are presented at a Ktunaxa gathering or celebration. The date and place will be announced as part of the Call for Nominations.

Language Learners Awards

Language Learners' Awards are presented to Ktunaxa Citizens who are actively participating in a recognized Ktunaxa language class or group and have achieved one of the four milestone categories. Language Learner Award recipients will receive a beaded medallion signifying each milestone reached.

Participant hours are tracked by the Language instructors; as such there is no nomination process.

About the Excellence Grant Awards

Excellence Grant Awards are available throughout the year and are intended to support and encourage Ktunaxa Citizens who have reached an advanced level of success in one of the award areas, and are actively continuing their pursuit to higher achievement. Examples of advanced levels of success are competitive level sports such as Junior A or AA hockey, Level 4 or higher gymnastics, competitive traditional dance, and practice levels of traditional knowledge or language.

Excellence Grant Awards are not meant to duplicate or replace other Ktunaxa Citizen support programs. The Committee may deny applications where applicable support programs already exist.

Grant Application Information

Who is eligible to apply?

Any Ktunaxa Citizen or Ktunaxa Team/Group who meets the eligibility requirements.

What is the maximum amount that I can apply for?

The maximum that can be applied for is \$5000.00.

How often can I receive this award?

Applications are accepted anytime throughout the year. Each applicant may only receive one grant per year. Each recipient is only eligible for a lifetime limit of \$5000. If a parent or guardian is making this application on behalf of a child that is under the age of 18, the applicant named in the application should be the child, not the parent or guardian.

How do I apply?

Grant applications and guidelines are available on the Ktunaxa Nation website at <https://ktunaxa.org/core-services/ktunaxa-citizens-excellence-grants/>. Hardcopy forms are available by contacting Ktunaxa Nation Council Communications (info@ktunaxa.org). Application forms must be completed in full. Please note, applications that are not completed in full, or do not include all of the required information will be considered incomplete and will be returned to the applicant for completion.

What information will I need to provide in the application?

The application form will ask for your name and contact information, as well as details regarding the level of success and ongoing need.

How are the grant award recipients selected?

Applications will be considered by the Ktunaxa Citizens' Excellence Awards Committee (KCEA). Approvals are subject to availability of funds as the KCEA overall has an annual limit.

Is there a deadline for grant applications?

There is no deadline for applications. Applications can be submitted at any time throughout the year. Applicants should allow at least two weeks from the time they submit their application, to hear back from the Committee.

How will the grant award recipients be notified if they are successful?

Applicants will be notified by email if an email address was provided. Otherwise notification will be through the mail. If the application is not approved, the KCEA committee will provide the reason that it was not approved.

Where do I send my grant application?

Applications can be sent by mail, fax, email or dropped off to:

Ktunaxa Nation Council
7825 Mission Rd.
Cranbrook, BC V1C 7E5
Attn: Ktunaxa Citizens' Excellence Awards
Email: (info@ktunaxa.org)
Fax: 250-489-2438