



Canadian Association of Chiefs of Police

Safety and security for all Canadians through innovative police leadership

CACP - Motorola Solutions Community Safety & Well-being Award

Nomination Form

Objectives This award has been established to recognize outstanding effort and contributions to improving community safety and well-being in Canada through the process of inter- or multi-sector partnership, community mobilization, shared issue/problem ownership, shared outcomes and shared measurement.

The award underscores a growing commitment among government, community-based, academic and private sector organizations to think differently about human service delivery, when and how it is applied, in what configuration it is delivered, and how success is defined.

The objectives of this award are to:

- Bring well-deserved recognition to those who have shown leadership, innovative thinking and perseverance in making significant contributions;
- Share best thinking among agencies and the broader CSWB sector, as well as to encourage other teams to develop and adopt new approaches that will support improvements at the local, regional or national levels;
- Recognize the leadership efforts of Canadian police personnel in building partnerships, integration and teamwork, and innovative program design, delivery to enhance community safety and well-being at the local, regional or national levels.

Description Two awards will be presented at the CACP Annual Conference to recognize each of the following:

1. A CSWB program or project;
2. An individual whose leadership and/or innovativeness has made a significant contribution to the emerging field of community safety and well-being within the policing sector, in a community, at the provincial or national level.

**Annually, up to three (3) awards will be presented in categories at the federal, provincial and local levels.*

Eligibility This award is open to all police agencies and their employees, as well as to integrated teams in which the police are full members:

- Individuals, teams/groups are eligible;
- Emphasis will be placed on those that involve a partnership with other community/sector partners.

Nomination Process

- Submission deadline: **April 15th**;
- Nominations must be submitted **exclusively by email** at cacp@cacp.ca. No candidacy will be considered if transferred otherwise. The name of the digital file sent must refer exclusively to the name of the nominated candidate/project.
- Please be advised that the documents submitted could be used for publication by the CACP.
- In the event that appendices are required, they will need to be scanned¹.
- The character size of the content of your submission must be equal to, or more than, an 11-point font size.
- The number of pages must be equal to, or less than, ten single-sided pages.
- We would appreciate receiving two or three pictures related to your project, of sufficient resolution to be used for publication purposes.
- The first page of your submission must be the one provided on the next page.
- You are required to advise the selection committee if the initiative being submitted was inspired by a prior/existing project. If so, please specify which organization and how your initiative is different from the previous project.

Information about the Nominator |

Name: _____

Email: _____

¹ The appendices that can't be scanned (DVD, posters, promotional articles, etc.) could be sent by regular mail to the CACP at 300 Terry Fox Drive, Suite 100, Ottawa, Ontario K2K 0E3.

**CACP - Motorola Solutions
Community Safety & Well-being Award**

This page must be the cover page of the submitted project.

Project name: _____
Name of the police organization responsible for the submitted project: _____
Address: _____
City, province and postal code: _____
Phone number: _____

Date project began: _____
Date project ended (if applicable): _____
Name of the person responsible for the project: _____
Name of the resource person that could be contacted for further information or clarification (if applicable): _____
Contact number: _____
Email: _____

Candidacy revised by:
Name and title: _____
Phone number: _____

Candidacy approved by:
Name and title: _____
Phone number: _____

Brief summary of your project (maximum ten lines). The submitted text will be used in the production of the souvenir album containing all submissions. It will also be reproduced on the website.

CACP - Motorola Solutions Community Safety & Well-being Award

Answer the following questions while indicating the reference number on a separate sheet.
(Indicate n/a when the question does not apply to your project.)

Identify the problem(s) or need(s) focus and project outline

1. Describe the problem and/or need the project was intended to address.

- What was the problem or identified need, its severity, its extent and consequences?
- What are the probable causes underlying this problem?
- Who was affected (victim, suspect, families) and how were they affected?
- What was the initial instigator of this project: a study, a survey, public pressure, a new policy, a problem by a key actor, a citizen, or a group of citizens, etc.?
- Were there some apprehensions, or a particular reality in your community?
- What means and knowledge were used and chosen to document this particular problem?
- What are the elements that justify prioritizing this project?
- If the project being submitted was inspired by a prior project, you must indicate from which organization.

Project plan

2. Which objective(s) were identified at the beginning of the project? (One of these objectives must minimally identify the desired change with measurable indicators).
3. Depict which community or stakeholder group will be the focus for each objective.
4. Describe the actions planned to reach the objectives, and set a clear timetable.
5. Identify the internal and external partners involved in the realization of the project, what were their roles, the degree of their participation or involvement, and at what stage they were involved.

Implementation

6. Describe how the project was implemented. (creation and production of promotional tools and programs, mobilisation and engagement of internal and external partners, logistics, timetable identifying the number of activities that took place and the number of programs and promotional tools that were used).
7. Amongst the planned actions, how many of them were actually accomplished?
8. Describe how the project was promoted and communicated?
(Enclose your communication plan if one was used)
9. What were the financial, human and material resources that were used to complete this project?

Control and evaluation of project

10. Evaluating the progress of the project.

- At which points during the project did you perform an informal or formal evaluation? What evaluation methods were used? *What means were used to evaluate your candidacy and, at which moments did you evaluate the deployment of the project?*
- What obstacles were met during the deployment of the project, and what adjustments were made to overcome these obstacles? Describe the results of this evaluation.

11. Evaluate the results of each objective.

- Which success indicators were retained?
- What were the origins of the information gathered and what means were used to collect the data?
- When was the data collected and at what frequency?
- What were the results of this evaluation?
- Did you gather any feedback from partners that were implicated in this project (internal and/or external partners, focus groups, citizens, people who benefited from your project)?
- Did you produce a final report for this project and what were its conclusions? Who did you provide the report to?

Originality and transferability of your project

12. In your view, what factors might another organization consider if they were to implement a similar project in their community?

13. What makes this project original?

14. What are the lasting impacts of your project on the performance of your organization and for the future services rendered to your community?

Evaluation criteria

Identification of the problem or need

Project was put forward after specific need was identified

This need or problem was analysed and/or documented and/or validated

Quality and rigour of the portrayal of the situation

Project plan

Objectives are clear and simple

Objectives are measurable

Are the actions taken directly linked to the objectives established and the partners?

Is there a plan set and a timetable identified?

Implementation

Involvement of internal and external partners

Sharing of roles and responsibilities

Action(s) in relations with the internal and external partners

Means of promotion

Control and evaluation

Evaluation during the realization of the project

Adjustments made when appropriate

Objectives reached, degree of realization

Quality and rigour of the evaluation method used

Innovative and transferable

Is this project transferable?

Is this project original?

Other elements

Qualify the lasting impact on the performance of the service (durability, longevity)

Qualify the impact at the local, provincial or national level