

**ORBA AWARDS**  
**98<sup>th</sup> ANNUAL ORBA**  
**CONVENTION & AGM**





# ORBA Community Leadership Award



## **Purpose:**

The ORBA Community Leadership Award recognizes an ORBA member company, or an individual employed by an ORBA member company, for selflessly undertaking philanthropic activities or providing community service, for the betterment of their community and the world around them.

## **Frequency:**

The Award is announced annually at the ORBA Annual Convention.

## **Applicant Eligibility:**

The Award is open to all ORBA members.

## **Award Criteria:**

1. Philanthropic activities or community service which are provided to a community, volunteer organization or special project and have made a significant contribution or difference to the community or world.
2. Special consideration will be given to philanthropic activities or community service which focus on transportation infrastructure construction projects.



### **Selection Panel:**

The Award will be determined by an ORBA Selection Panel. The review process will be supported by ORBA staff. Panel members will review applications and conduct interviews with applicants and community partners as required. Members making a submission are not eligible to participate on the Selection Panel.

### **Submission Format:**

1. Submissions can be submitted in hard copy or digital format:
  - One (1) full copy via email or via mail
  - Photos included should be high resolution, PDF/ JPEG format
2. The written submission should not exceed 3 pages in length, excluding the cover page, index page(s), and/or appendix section.

### **Submission Content:**

1. The title page of the submission should include the following information:
  - Name of member company or individual
  - Short (1 sentence) description of the philanthropic activity or community service
  - Date of submission
  - Year for which the submission is being made
  - Name of company contact person, phone number, email address, to whom questions about the submission should be directed
2. Description of the philanthropic activity or community service including:
  - When the philanthropic activity or community service took place,
  - The name of the community, volunteer organization or project which benefited,
  - The importance of philanthropic activity or community service and how the community or world was positively impacted,
  - Photographs, supporting documentation and or other reference information.
3. Letter of support from the benefactors of the philanthropic activity or community service.



**Submission Deadline:**

All submissions must be received electronically or in hard copy to the below ORBA staff member by **November 15, 2024**. No extensions will be given past this date.

**Simarpreet Kaur (Simm): Manager, HR, Governance & Administration**

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