Once complete, please email this form to sustainability@mcgill.ca by January 3rd, 2019.

# Nominee Information

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **First Name** | **Last Name** | **Position** | **Faculty / Unit / Department** | **Email** | **Telephone** | **Primary contact nominator (Y/N)** |
| Nominee 1\* |       |       |       |       |       |       |       |
| Nominee 2 |       |       |       |       |       |       |       |
| Nominee 3 |       |       |       |       |       |       |       |
| Nominee 4 |       |       |       |       |       |       |       |
| Nominee 5 |       |       |       |       |       |       |       |

# Nominator Information

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **First Name** | **Last Name** | **Position** | **Faculty / Unit / Department** | **Email** | **Telephone** | **Primary contact nominator (Y/N)** |
| Nominator 1\* |       |       |       |       |       |       |       |
| Nominator 2 |       |       |       |       |       |       |       |
| Nominator 3 |       |       |       |       |       |       |       |
| Nominator 4 |       |       |       |       |       |       |       |

\*Required

The **Operations Category** recognizes projects that encompass the physical activities that support the ongoing functioning of the University.

| **Questions / Information** | **Complete this section (use bullet points when possible)** | ***Section reserved for Review Committee*** |
| --- | --- | --- |
| **Evaluation criteria** | **Score** |
| Title of the project  |       |  |  |
| Provide a short description of the project.*(max. 50 words)* |       |  |  |
| Describe how the project contributed to sustainability at McGill, especially in the Operations category.*(max. 100 words)*  |       | RelevanceProject demonstrated tangible contribution toward the category Operations. |  |
| Describe the level of ambition and the main impacts of your initiatives.*(max. 100 words)*  |       | Degree of ambition and impactProject addressed a significant challenge for the campus(es) and had a significant impact on McGill’s culture of sustainability. |  |
| Who was involved in the initiative? | Project is      % student led | Balance of leadershipDemonstrates collaboration and cooperation across McGill units/departments with McGill students, faculty and staff. |  |
| Project is      % staff led (academic) |
| Project is      % staff led (non-academic) |
| How will this project be sustained over the long term?*(max. 75 words)* |       | InstitutionalizationProject has already enhanced (or has a high probability of enhancing) sustainability over the long term. |  |
| How diverse were the individual or group partners involved in the project (gender, race, occupation, discipline, etc.) and how did they support each other?*(max. 75 words)* |       | Diversity/ CollaborationProject leadership engages a wide variety of individuals. Project exemplifies cross-cutting cooperation and collaboration. |  |
| Describe a challenge/failure faced by the project and how lessons were shared to inform future action on campus. *(max. 75 words)* |       | Lessons learnedProject leverages failures and transfers lessons learned to reduce the learning curve for others in the future. |  |
|  |  | **TOTAL** |       |