Core Values Awards
2023 Submission Package

Applications open: April 18, 2023

Application deadline: May 31, 2023

Contact: info@iap2canada.ca

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About the Awards

The annual International Association for Public Participation - Canada's (IAP2 Canada) Core Values Awards recognize and encourage organizations and individuals in the practice of public participation and engagement - promoting excellence, quality and innovation in the way they execute their projects and programs and exemplify the IAP2 Core Values. As well as giving engagement professionals a "time in the spotlight", these awards:

- Highlight innovative approaches;
- Inspire other engagement professionals;
- Demonstrate the value of public engagement; and
- Show governments and other decision makers how the concept of "inspiring better decisions together" is not just a catch-phrase.

The award categories are:

- ★ Indigenous Engagement
- ★ Respect for Diversity, Inclusion and Culture
- ★ Extending the Practice through Creativity, Contribution and Innovation in the Field
- ★ Visual Engagement
- ★ Organization of the Year
- ★ Research Project of the Year

Three award winners will be submitted for international IAP2 awards competition:

- ★ Organization of the Year
- ★ Research Project of the Year
- ★ Project of the Year

Note: Project of the Year will be selected from winners of Indigenous Engagement, Respect for Diversity, Inclusion and Culture and Extending the Practice through Creativity, Contribution, and Innovation in the Field)

IAP2 Canada then-president Bruce Gilbert (centre) with Spencer Lindsay (left) and Amanda Gibbs (right) of the City of Vancouver, winners of the 2018 Indigenous Engagement Award.

The winners in each Award category will be announced at a Core Values Awards Gala which will take place in September 2023. Finalists will be notified by July/August.

The deadline to apply for the Core Values Awards is **May 31, 2023**. Note that these awards are not exclusive to IAP2 members: anyone may apply. Questions? Contact us at info@iap2canada.ca.

IAP2 Core Values

As an international leader in public participation (P2), the IAP2 Federation developed three pillars for effective P2 processes. The Core Values of Public Participation, the IAP2 Spectrum of Public Participation and the Code of Ethics for Public Participation Practitioners are the foundations of the IAP2 framework for decision-focused, values-based public participation.

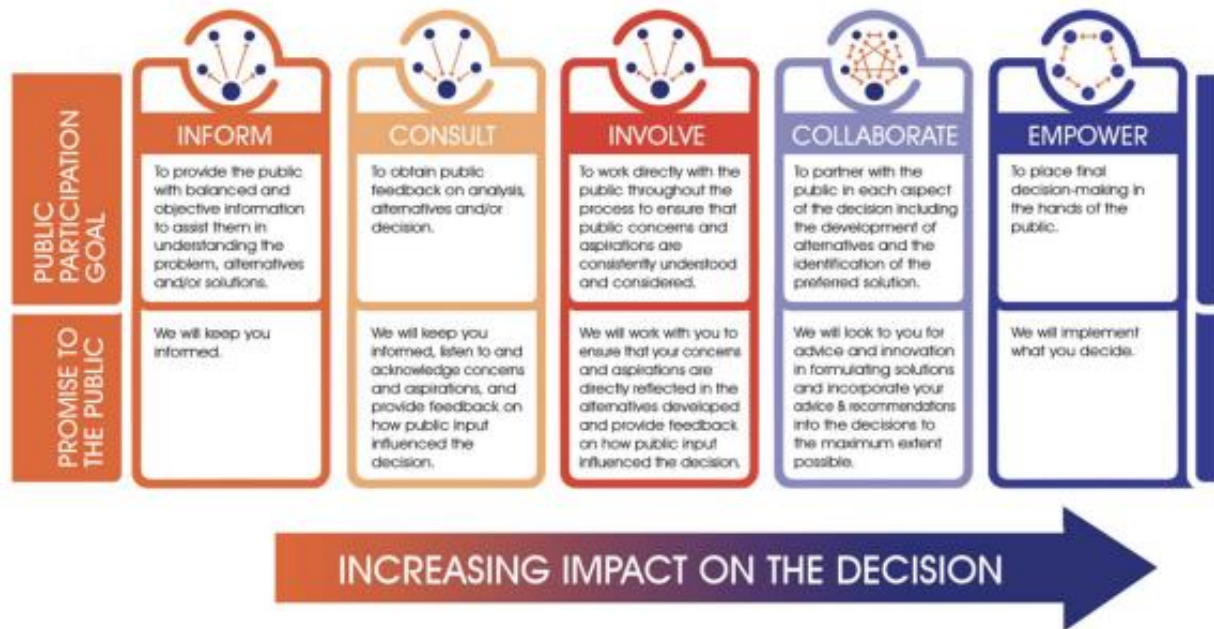Public participation is likely to be successful when:

- there is clarity about the scope, constraints and opportunities of the issue under discussion leading to a potential decision,
- the role of the community and the purpose of the participation process are clear; ensure that you hear from a range of views of those most impacted, and
- the engagement process focuses on what is important to participants as well as the organization, with best practice measures and standards for the process expressed through the Core Values over the course of the process.

Core Values Award applicants should be able to describe how their work expresses the Core Values and the IAP2 Spectrum. The focus of the Core Values Awards is on projects that align with all or most of the IAP2 Core Values:

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

IAP2 Spectrum of Public Participation

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation or engagement process. The Spectrum is used internationally, and it is referenced in many public participation plans.

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice & recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

INCREASING IMPACT ON THE DECISION

Award Categories

Extending the Practice through Creativity, Contribution and Innovation in the Field

One award will be given to the project that best demonstrates the following:

- Innovative, creative use of techniques and tools to effectively and meaningfully engage participants in a project; and/or
- Innovations within the practice; and/or
- Contribution to the practice of P2 and engagement, extending lessons learned and sharing of new approaches and experiences in ways that make a contribution to the field.

Award Criteria

Submissions should also show how their project aligns with the chosen category description and meet the following criteria:

Project Context

- Describe why engagement was undertaken, an overview of the engagement approach, and how input was intended to impact the situation.
- Describe how participants were engaged and provide evidence of diverse participation and inclusive engagement.
- Describe what influence/impact the engagement process ended up having (on people, policy, organizations, etc.).

Core Values Alignment

Using the provided case study application form, briefly demonstrate how all seven of the IAP2 Core Values are reflected in your approach and/or your engagement results.

Project Reflection / Learnings

- How did you create relationships and build trust both during and after the engagement process?
- Describe specific challenges faced by the project, and how the engagement process responded to those challenges as it relates to the award category you are applying for.

- Describe how you evaluated your engagement (for participants, decision-makers, and others who might have been involved). What important information did you learn through the evaluation?
- Describe the ways your project has advanced "the way engagement is done" in your context and/or the field as a whole.
- In addition, provide details of at least 2 (and up to 5) independent referees who can comment on the project and verify claims made in the award submission. Referees should not be members of your organization or of its governance structure but should include members of the public who were involved in the engagement process. (Referees to be included as an additional attachment to the 10-page submission)

Indigenous Engagement

One award will be given to the project that best demonstrates the following:

- Engagement processes designed and implemented by Indigenous practitioners; and/or
- Culturally safe and inclusive processes with Indigenous Peoples and/or communities

Award Criteria

Submissions should also show how their project aligns with the chosen category description and meet the following criteria:

Project Context

- Describe why engagement was undertaken, an overview of the engagement approach, and how input was intended to impact the situation.
- Describe how participants were engaged, and provide evidence of diverse participation and inclusive engagement.
- Describe what influence/impact the engagement process ended up having (on people, policy, organizations, etc.).

Core Values Alignment

Using the provided application form, briefly demonstrate how all seven of the IAP2 Core Values are reflected in your approach and/or your engagement results.

Project Reflection / Learnings

- How did you create relationships and build trust both during and after the engagement process?

- Describe specific challenges faced by the project, and how the engagement process responded to those challenges as it relates to the award category you are applying for.
- Describe how you evaluated your engagement (for participants, decision-makers, and others who might have been involved). What important information did you learn through the evaluation?
- Describe the ways your project has advanced "the way engagement is done" in your context and/or the field as a whole.
- In addition, provide details of at least 2 (and up to 5) independent referees who can comment on the project and verify claims made in the award submission. Referees should not be members of your organization or of its governance structure but should include members of the public who were involved in the engagement process. (Referees to be included as an additional attachment to the 10-page submission)

Respect for Diversity, Inclusion and Culture

One award will be given to the project that best demonstrates the following:

- Effective engagement with historically marginalized or "less heard" populations; and/or
- Inclusive, multicultural, intersectional, linguistically diverse, and/or bilingual process that reflect a diversity of participants and inclusion of their needs and identities; and/or
- Size, scope and scale of project that reflects the breadth of geography of Canada (including remote, rural or vastness of geography)

Award Criteria

Submissions should also show how their project aligns with the chosen category description and meet the following criteria:

Project Context

- Describe why engagement was undertaken, an overview of the engagement approach, and how input was intended to impact the situation.
- Describe how participants were engaged and provide evidence of diverse participation and inclusive engagement.
- Describe what influence/impact the engagement process ended up having (on people, policy, organizations, etc.).

Core Values Alignment

Using the provided application form, briefly demonstrate how all seven of the IAP2 Core Values

are reflected in your approach and/or your engagement results.

Project Reflection / Learnings

- How did you create relationships and build trust both during and after the engagement process?
- Describe specific challenges faced by the project, and how the engagement process responded to those challenges as it relates to the award category you are applying for.
- Describe how you evaluated your engagement (for participants, decision-makers, and others who might have been involved). What important information did you learn through the evaluation?
- Describe the ways your project has advanced "the way engagement is done" in your context and/or the field as a whole.
- In addition, provide details of at least 2 (and up to 5) independent referees who can comment on the project and verify claims made in the award submission. Referees should not be members of your organization or of its governance structure but should include members of the public who were involved in the engagement process. (Referees to be included as an additional attachment to the 10-page submission)

Project of the Year

One project winner from the above three categories (Extending the Practice, Indigenous Engagement, and Respect for Diversity) may be named IAP2 Canada Project of the Year. This additional award recognizes and honours projects which exemplify the spirit and purpose of public participation and engagement. The Award recognizes excellence in the tools, techniques and efforts in public participation and engagement.

Preference is given to projects that demonstrate the use of innovative techniques, sustainable solutions to problems that face the field of public participation and engagement, and the successful involvement of the public in new areas. The Project of the Year Award will be given only to projects that have achieved an outcome. Please note, international projects led by Canadians will also qualify.

Projects must be complete or have significant phases of the project completed. Project awards are given to the sponsoring organization. The Canadian Project of the Year will be selected from one of the Project Category winners.

Award Criteria - Project of the Year

Applications will first be judged on a category basis. During the second stage, each of the

project category winners will be compared and an overall Canadian winner decided.

The Project of the Year finalists will be notified by July/August.

Visual Engagement Award

This award will be given to the project that best visually demonstrates ALL of the following:

- Notification of engagement
- Materials to support informed participation
- Reports on engagement contributions and impact
- Describe how the IAP2 Core Values are reflected in these materials

Please include examples of your communication materials to the public, participants, decision-makers and/or others - which may include advertisements, website snapshots, reports, social media, videos and more. We want to know how you graphically communicated.

In addition, the application should provide details of at least 2 (and up to 5) independent references who can comment on the organization's engagement work and verify claims made in the award submission. References should not be members of your organization or of its governance structure but should include members of the public who have been

involved in the engagement process. (References to be included as an additional attachment to the 10-page submission)

Organization of the Year Award

The Organization of the Year Award recognizes the application of the Core Values throughout the organization and how engagement is embedded into decision-making practices.

For many organizations, this is a long-term process and all organizations in various stages of the process are encouraged to apply for this Award.

Award Criteria - Organization of the Year

To apply for this award, please address the following information:

1. Demonstrate a commitment to the Core Values for Public Participation through their policies, strategies, practices and/or procedures.
2. Provide evidence that the leader/s in the organization have a good understanding and have integrated public participation and engagement into the way they work;

3. Provide evidence of their commitment to learn and build capabilities in public participation and engagement;
4. Describe how internal/staff participation and engagement has set the tone for external public participation and engagement;
5. Provide evidence about their track record in, or long-term commitment to, effectively involving communities and the public in decision-making and policy setting;
6. Demonstrate their adaptability in the face of major challenges, reputation risk or unexpected outcomes.

The information must be presented in sections with headings. Here's an example of how you could organize your information:

➢ Background
   o P2 Challenges and Opportunities
   o Rationale for P2
   o Impact of P2 on decisions
➢ Impact – evidence of P2 influence on organizational culture
   o Policies, strategies, practices and/or procedures
   o Leadership
   o Learning and building capabilities
   o Internal / staff participation and engagement
   o Track record for community and public participation
   o Adaptability
➢ Evaluation against all seven Core Values – evidence to demonstrate how the Core Values influence the organization and its public participation approach and practice.
➢ Independent References – evidence of stakeholder acknowledgement of P2 practices

In addition, the application should provide details of at least 2 (and up to 5) independent references who can comment on the organization's engagement work and verify claims made in the award submission. References should not be members of your organization or of its governance structure but should include community members who have been involved in the engagement process. (References to be included as an additional attachment to the 10-page submission.)

Research Award

Research is critically important to IAP2 and its members if we are to understand and overcome challenges in everyday engagement and build upon public participation theory and practice. The Research Award acknowledges important contributions to the body of public engagement

knowledge.

Innovation doesn't happen by accident. The combination of interesting problems, good questions and a spirit of inquiry are the foundations that help us build new theories and give shape to new ideas; they are the elements that help advance our knowledge and understanding.

Award Criteria – Research Award

To apply for this award, please include the following information as sections with headings:

1. The Problem and Challenge: Briefly describe the overall research question or problem, and its alignment with public participation and engagement.
2. Methodology & Theoretical Frameworks: Briefly describe the research methods used and how you approached your research question or problem. Note also any theoretical frameworks which support your research.
3. Research Results: Describe the outcomes of the research, in particular your findings. What did you discover? How solid are your findings? What evidence do you have to support your claims?
4. Contribution to the Body of Knowledge: What is your contribution to the body of knowledge in the field of public participation and engagement? How are the results being shared and the results being practically applied?
5. Alignment with Core Values: Describe how the IAP2 Core Values are reflected in your methodology and/or your findings. This might include some or all of the following:
   a. Those who are affected by the decision were involved in the decision-making process.
   b. The public's contribution influenced the decision.
   c. The decision was sustainable and recognized and communicated the needs and interests of all participants, including decision makers.
   d. The involvement of those potentially affected by or interested in the decision was sought out and facilitated.
6. Participants provided input into designing how they participated in the research. Information provided to participants supported meaningful participation. Participants were informed about how their input affected the research process and/or outcomes.
7. In addition, provide details of at least 2 (and up to 5) independent references who can comment on the organization's engagement work and verify claims made in the award submission. References should not be members of your organization or of its governance structure and should include members of the public who have been involved in the research process. (References to be included as an additional attachment to the 10-page submission.)

Judging

Judges will be required to measure submissions against ALL the 7 Core Values AND the criteria identified for each award.

Judges will be required to provide their numerical score along with an explanation for their choice of score in order to ensure transparency. A minimum of 4 (good) must also be achieved in order to be considered for an award (i.e., if there is only one submission in a given category but that submission does not meet the minimum requirement, no award will be presented in that category). Judges reserve the right to disqualify submissions made in a particular category that do not meet the application criteria for that award category. Judges also reserve the right to move a submission into a more appropriate category.

Rating Scale

> 5 = this value or criterion is exceptional
>
> 4 = this value or criterion is good
>
> 3 = this value or criterion is moderate
>
> 2 = this value or criterion is poor
>
> 1 = this value or criterion is demonstrated to little or no extent

Judging process

The judging panel will:

- Assess each application independently against ALL the IAP2 Core Values using established criteria,
- Use the criteria, IAP2 Core Values and rating scales provided to assess and score each application independently,
- Provide a written explanation and rationale of their choice of score to ensure transparency,
- Select a shortlist of entries for deliberation with the other judges,
- Participate in judging panel decision on project category finalists and winners,
- Participate in decisions on the finalists and Project winners, the overall winner of the Canadian Project of the Year, and the finalists and winners for the Canadian Organization of the Year and Canadian Research Award.

Note: The Judges reserve the right to decline giving an award in any category if they believe there are no exceptional applicants in a given year. The Judges reserve the right to change or move a project submission to an alternate category. The Judges may identify runner-up or honourable mention for each award category.

Prizes

All winners, including each project category winner, will receive:

- Framed Certificate and/or Award
- Press release templates to be used to promote the winning entry.
- Projects will also be showcased on the IAP2 Canada and/or International websites and social media accounts.

Winners of the 2022 IAP2 Canadian Core Values Awards will be encouraged to share their learning stories and experiences through several means with the IAP2 Canada community throughout 2022-2023. Exact details will be determined with the winners, but may include:

- Presenting at events, for example the IAP2 North American Conference. Presenting a webinar.
- Providing resources for the IAP2 Canada website.
- Writing about their project or organization or research.

Winners will also be required to provide a short video highlighting their successful entry. This video should be no more than 4 minutes and will be showcased on IAP2 Canada's website and in other appropriate locations. For examples of previous winners videos please take a look at the Core Values Awards website page.

Key Dates

- Applications open: April 18, 2023
- Applications close: May 31, 2023

Entries received after this date will not be included in the judging process. Note: All entrants will receive a confirmation email to acknowledge receipt of their submission. If you do not receive this email within 48 hours, Monday to Friday please contact us at info@iap2canada.ca.

Finalists for each category will be notified by June/July.

All award winners will be announced at the virtual Core Values Awards Gala which will be held in September 2022.

Application Fee

A registration fee of $100 is required for each application. The fee is in place to cover the costs of program administration. However, please let us know if this is a problem because we do not want it to be a deterrent to applying.

You can pay online through the [IAP2 Canada website](#).

How to Apply

If you are applying for the following awards, please use the [Project Application Kit:](#)

★ Visual Engagement

★ Organization of the Year

★ Research Project of the Year

If you are applying for the following awards, please use the [Case Study Application Kit:](#)

★ Indigenous Engagement

★ Respect for Diversity, Inclusion and Culture

★ Extending the Practice through Creativity, Contribution and Innovation in the Field

Submissions supporting applications for all award categories must:

- Abide by the Style Guide.
- To support a range of applicants, creative submissions are welcome. For example, applicants could include a link to a photo diary, oral account or a video as part of their submission.

Entries must also be accompanied by:

- Application Cover Sheet
- Consent to Reproduce Material Form
- Checklist

Send entries via email to:

info@iap2canada.ca Subject Line - CVA application and [Organization Name]

Questions?

Please refer any questions to info@iap2canada.ca – subject heading – Core Values Awards Questions.