

CIP • ICU



CANADIAN INSTITUTE OF PLANNERS  
INSTITUT CANADIEN DES URBANISTES

CIP President's Award: MCIP®

2020 Guidelines

## About the CIP President's Award: MCIP®

Created in 2019, this award was established to recognize outstanding achievement by a Canadian practicing planner (MCIP®) whose significant contribution to the planning community warrants acknowledgment on a national level. Recipients will demonstrate notable contributions in Canada, or abroad, that advance CIP's stated values of Professionalism, Quality, Inclusiveness, Openness, Ethics, Transparency, Innovation, and Collaboration.

The award is given annually to an individual by the current CIP President at the CIP national conference.

**Background:** *OUR CIP: Strategic Plan 2017-2020* identifies enhancing professional growth and professional engagement for all members as a key priority, with an objective to “strengthen, encourage, and promote the recognition of members”. The Strategic Plan further states: “The MCIP designation will continue to be widely recognized in Canada and internationally as a statement of individual competence and commitment to advancement of the planning profession.”

## Eligible Nominees

Nominees must be full members (MCIP®) in good standing with the Institute at the date of nomination, submission, and presentation of the award.

Those who have been inducted into the College of Fellows (FCIP) and/or current Directors of the CIP Board are ineligible.

## Submit a Nomination

Nominators must be a current member of CIP (all categories of membership are eligible).

Current Directors on the CIP Board are ineligible to submit nominations.

Each submission should include the following documents included:

- a completed **Submission Summary**;
- a citation of no more than 500 words from the nominator detailing the nominee's professional qualifications and experience (which must include current and past contributions), a statement on the member's contributions to CIP (i.e. volunteer roles), his/her achievements and noteworthy contributions to the profession, and how they have embodied the Institute's values in their work;
- a 200 word statement from the nominee explaining how this Award would contribute to their professional development and how they intend to continue to advance the values of the Institute;
- a current curriculum vitae or LinkedIn resume

- a minimum of three letters of support from colleagues or peers, of which at least one colleague or peer must be a current member in good standing with the Institute.

The nomination package must be submitted as a single PDF and addressed to Eleanor Mohammed RPP, MCIP, President, must be received by CIP by **May 15, 2020** at 11:59 PM EST by email to [board@cip-icu.ca](mailto:board@cip-icu.ca).

## Letters of Support

Letters of support should not be simple letters of endorsement. The letters must include the following elements:

- the identity of the letter's author;
- the length of time and in what capacity, or capacities, the writer has known the nominee;
- reasons why the nominee's work is nationally significant, or outstanding for other reasons, and evidence for the assertions;
- specify what CIP values the nominee's contributions support (Professionalism, Quality, Inclusiveness, Openness, Ethics, Transparency, Innovation and/or Collaboration); and,
- the signature of the letter's author.

The deadline to submit is: **May 15, 2020.**

The President of CIP informs the successful recipient that they have been selected for the honour. If the recipient cannot attend the conference, an alternative venue for the presentation will be found.

## Selection of Winner

Nominations will be accepted and reviewed by the Board of Directors, with recommendations provided to the President for final selection.

Nominations will be reviewed for outstanding contributions in planning that advance CIP's stated values of Professionalism, Quality, Inclusiveness, Openness, Ethics, Transparency, Innovation and Collaboration.

## Questions

Questions related to the selection process may be emailed to Beth McMahon, Chief Executive Officer, at [bcmahon@cip-icu.ca](mailto:bcmahon@cip-icu.ca).



## The CIP President's Award: MCIP®

### Submission Summary

Nominee's name (complete with all designations):

Nominee's email address:

Date Nomination Package was sent to CIP:

Name of Nominator:

Nominator's email address:

Summary of letters of support included in PDF:

Name	Employer

Please check the boxes below to confirm that the following elements are present in the PDF submission package:

- a current CV (curriculum vitae) or LinkedIn
- 400 word summary of professional qualifications from the nominator
- 200 word citation from the nominee

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