



This email is being sent to all 2024-2025 Presidents, Secretaries and Lieutenant Governors on behalf of Governor Pam,

Good morning,

The Eastern Canada and Caribbean District Achievement and Awards Committee preserve our legacy and express our gratitude to outstanding individuals and clubs that inspire Kiwanians to excellence.

This year the Achievement and Awards Standing Committee will work diligently to maintain these seven prestigious awards of excellence that acknowledge individuals and clubs who have demonstrated outstanding achievement and service.

To recognize Kiwanians for the 2024–2025-year, Governor Pam Rodney-White has asked that her Presidents, Secretaries and Lt. Governors consider and put forth nominations for the (7) seven attached District awards and to submit these names to your current executive for consideration and approval. This gives you the opportunity to reflect and consider your members and acknowledge their achievements and successes. These nominations will then be forwarded to the Chair of the District Achievement and Awards Committee for this coming year.

We are looking for nominations from all clubs in Eastern Canada and the Caribbean District of Kiwanis International to acknowledge the service, commitment, and fellowship during the 2024/2025 year.

Attached are the 2024-2025 nomination forms for the seven (7) District awards and information to guide you in the nomination for these prestigious awards.

Share your outstanding members and club with others in our district by nominating them for a prestigious District award.

PG Janet Atkinson on behalf of
DLG Stephan Rampair, Chair 2024-2025
Achievement and Awards Committee
Eastern Canada and the Caribbean District
Kiwanis International
District Achievement and Awards Committee

Ce courriel a été envoyé à tous les présidents, secrétaires et lieutenants gouverneurs des années Kiwanis 2024/2025.

Bonjour à tous,

Le Comité des réalisations et des récompenses du district de l'Est du Canada et des Caraïbes maintient la tradition et exprime sa gratitude aux personnes et aux clubs exceptionnels qui inspirent les Kiwaniens à exceller.

Cette année, le Comité permanent des réalisations et des récompenses travaillera avec diligence pour maintenir les sept prestigieux prix d'excellence qui récompensent les personnes et les clubs qui ont fait preuve de réalisations et de services exceptionnels.

Afin de récompenser les Kiwaniens pour l'année 2024-2025, la gouverneure Pam Rodney-White a demandé à ses présidents, secrétaires et lieutenant-gouverneurs d'étudier et de proposer des candidatures pour les sept prix de district ci-joints, puis de soumettre ces candidatures à votre comité exécutif actuel pour examen et approbation. Cela vous permettra de réfléchir aux membres que vous pourriez proposer, de saluer leurs réalisations et leurs succès. Ces candidatures seront ensuite transmises au président du comité des réalisations et des prix du district pour l'année à venir.

Nous recherchons les nominations de tous les clubs de l'Est du Canada et du district des Caraïbes de Kiwanis International pour reconnaître le service, l'engagement et la camaraderie au cours de l'année 2024/2025.

Vous trouverez ci-joints les formulaires de nomination 2024-2025 pour les sept (7) prix de district et des informations sur ces prix prestigieux qui peuvent vous guider dans le processus de nomination.

Merci de prendre le temps de remercier vos membres extraordinaires en les nommant pour un prix de district.

PG Janet Atkinson, de la part de

DLG Stephan Rampair, Chair 2024/ 2025

Du Comité des réalisations et des prix

District de l'Est du Canada et des Caraïbes

Kiwanis International

<http://www.kiwanisecc.org/wp-content/uploads/2025/09/ECC-Kiwanis-District-Policies-and-Procedures-Revised-October-1-2025-1.pdf>

District Policies and Procedures of the Eastern Canada and the Caribbean (EC&C) Kiwanis District

Appendix E Revised: October 1, 2025

Eastern Canada and the Caribbean Kiwanis District Awards

Awarded by the District Awards Committee

Ralph S. Taylor Memorial Club Weekly/Biweekly Bulletin Award Established in memory of an inspiring leader in Northern Ontario, a charter member of the Kiwanis Club of Cobalt and later a member of the Kiwanis Club of New Liskeard, this award is presented to the Club that issued the best weekly/biweekly Bulletin in electronic or paper media.

Laurent Girouard Club Monthly/Quarterly Bulletin Award Established by Past Governor Laurent Girouard (1968), Kiwanis Club of St. Laurent de Montreal, and is presented to the Club that issued the best monthly/quarterly Bulletin in electronic or paper media.

Fred G. McAllister Service Award This award was established by Past Governor Fred G. McAllister (1935), Kiwanis Club of London, and is presented to an individual who has performed the most outstanding service to their local community through Kiwanis during the Kiwanis year.

Godfrey Dyer Kiwanis Marketing Award This award was established by Past Governor Godfrey Dyer (1995-96), Kiwanis Club of Montego Bay, to recognize club contributions to Marketing, Publicity and the Promotion of Kiwanis to the community.

Club Secretary Award of Merit This award was established by Past Governor Hedley G. Ivany (1973-74), Kiwanis Club of Armdale Halifax, for the Club Secretary who has been judged to be outstanding (UNSUNG HERO).

Interclub Award This award is based on the interclub activity during the year as reported via the Club's monthly report number of unique interclubs, distance travelled and members attending will be assessed.

Lloyd W. Distant Snr. Award for SLP Development, Support, and Mentorship This award was established by Governor Pam Rodney-White and approved by the District Board during the 2024-2025 administrative year to recognize a Kiwanian who the District considers as epitomizing outstanding leadership in the growth, support, and sustainability for EC&C's Service Leadership Programs (SLPs).

The following Awards are judged and presented by the Immediate Past Governor

Frank W. Summerhayes Award This award was established by Past International Vice President and Past Governor Frank W. Summerhayes (1962), Kiwanis Club of Brantford, and is presented to the Lieutenant Governor who, in the opinion of the Immediate Past Governor and the Achievement Committee has produced the best Lt. Governor Bulletin. The winner receives an engraved personal plaque.

"Coup De Chapeau" Award This award was established by Past International Trustee Pierre Laliberté, Past Governor (1990-91), Kiwanis Club of Sillery-Ste Foy. This award is presented to a District Committee Chairperson based on their outstanding work and contribution to the district.

Spirit of Service Award Past Governor Don Loiselle (1972-73), Kiwanis Club of Lakeshore Montreal, established the “Spirit of Service” award to recognize a Kiwanian for enthusiastic dedication and outstanding service to the District.

Distinguished Citations Presented by the Immediate Past Governor to members, Clubs and Divisions that had earned Distinguished status based upon the annual criteria established.

Awarded by the Host Committee

Kiwanis Foundation of Canada “Citizen of the Year” Award This award is presented by the Kiwanis Foundation of Canada to a recipient recommended by Host Club of the District Convention to a Kiwanian or a Non-Kiwanian, to honour them for Outstanding Community Service.

Awarded by the District Past Lt. Governors’ Committee

Ray Allen Memorial Award This award was established in honour of International Vice President Ray Allen (1985-86), EC&C Governor (1969 -1970) and 4 years as International Trustee. Ray cofounded the Kiwanis Foundation of Canada and was instrumental in moving the Kiwanis International office to Indianapolis from Chicago in 1982. Past Governor Ray was from the Kiwanis Club of Owen Sound. This award is to recognize a Past Lieutenant Governor who continues to contribute and participate in Club, Division and District activities for at least 5 years.



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EASTERN CANADA AND THE CARIBBEAN DISTRICT
DISTRICT DE L'EST DU CANADA ET DES CARAIBES

CLUB SECRETARY AWARD OF MERIT NOMINATION FORM FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: This award was established by Past Governor Hedley G. Ivany (1973-1974), Kiwanis Club of Armdale-Halifax, for the club secretary who has been judged to be outstanding (UNSUNG HERO). The club should submit recommendations for this award detailing the reasons why the individual deserves the award.

Name of Nominee: _____

Member of the Kiwanis Club of _____

Division No. _____ Division Name: _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ SIGNATURE _____

Date of Club Board of Directors Acceptance: _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

DEADLINE DATE: 12:00 MIDNIGHT Eastern Standard time January 31, 2026.

Submission Date: _____

Failure to submit the signed application form will deem your application ineligible.

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

“Clubs shall not be eligible to receive the same award more than once out of each three (3) years for the same or any major part of the same project unless otherwise indicated”

Additional Pages can be attached to this nomination form

Nominee Information

1. How did your secretary complete their (CLE) training for this administrative year?

Virtually In-Person _____

- 1a) When did your secretary complete their training for this administrative year?

- 1b) When did your secretary complete the Kiwanis International Online Secretary's training for this administrative year?

2. Did your secretary submit all monthly reports on the KI dashboard on or before the deadline date (10th of each month)

3. Explain how and when your club secretary updated the membership listing, (ie. adding/deleting members updating members information) with Kiwanis International.

4. As the individual responsible for preparing and distributing meeting minutes, explain how your secretary did this for both club and board meetings and when.

5. Did your secretary discuss and plan the meeting Agendas with the club President ahead of time?

6. Did your secretary prepare Agenda for Club Meetings or Board Meetings or Both? Were the Agenda prepared and circulated in a timely manner/prior to the meetings?

7. Communications and correspondence are major tasks for the club secretary. Provide examples and details of the tasks that reflect the skills of your club secretary. **(This can be submitted on a separate sheet if more space is required.)**

8. Outline the major **Club** activities that this secretary has been involved in for this administration year. (This can be submitted on a separate sheet if more space is required.)

8a. How actively did the Secretary participate in or support events and projects?

8b. Did they help foster a welcoming and inclusive environment for all members?

8c. Did your Secretary maintain a high level of professionalism in all aspects of their role?

8d. Were they trusted with confidential matters, and did they handle them appropriately?

8e. Did your Club Secretary participate in activities with Service Leadership Programme (SLP)?

9. Did your Secretary follow-up to ensure that the club dues were paid to KI and any other local organization?

10. Outline any activities **Division, District or Kiwanis International** that this secretary has been involved in for this administration year.

10a. How many Divisional Council Meetings (DCM) were held; how many did the Secretary attend?

10b. Did the Secretary provide a report to the Club/Board on the DCM? _____

Conventions

11. How many Convention(s) did the Secretary attend within the last 3 years?

District Convention _____ International Convention _____

12. Did the Secretary ensure Board approves voting delegates for District Convention _____ and ensure that delegates are registered for the District Convention prior to the event _____

13. Did the Secretary ensure Board approves voting delegates for International Convention and delegates are registered prior to the event _____

14. Did the Secretary circulate bylaws amendments to members/ensure delegates are aware of the changes?

15. Did your secretary circulate the notices for the Annual General Meeting (AGM)?

15a. Did your club secretary update the KI dashboard with the results of the Club Election?

16. How well did the Secretary support the President and the other officers?

17. Thinking of the key skills required to be an efficient Kiwanis secretary outline this secretary's skill sets that make this person an **outstanding secretary** in your opinion.



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L'EST DU CANADA ET DES CARAIBES

FRED G. MCALLISTER AWARD NOMINATION FORM

FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: This award was established by Past Governor Fred G. McAllister (1935), Kiwanis Club of London, and is presented to an individual who has performed the most outstanding service to their local community through Kiwanis during the Kiwanis year.

Name of Nominee _____

Member of the Kiwanis Club of _____

Division No. _____ Division Name: _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ SIGNATURE _____

Date of Club Board of Directors Acceptance: _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

Deadline Date: 12:00 midnight Eastern Standard Time, January 31, 2026.

Submission Date: _____

Failure to submit the signed nomination form will deem your application ineligible

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

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NOMINEE'S SERVICE TO COMMUNITY

1. Service Leadership Programs (SLPs)

Describe the nominee’s involvement in SLPs (e.g., K-Kids, Builders Club, Key Club, CKI), including leadership roles, support provided, and outcomes. Include the number of years and level of involvement.

2. Participation in Club Projects/Fundraisers

List and describe projects/fundraisers the nominee has participated in or led. Include the number of years and level of involvement.

3. Community Partnerships

Detail how the nominee has worked with community organizations, highlighting any joint initiatives or recurring collaborations.

4. Community Needs and Impact

Explain how the nominee’s service addressed specific community needs. Include measurable impact where possible.

5. Innovation in Service

Describe any unique, creative, or pioneering methods the nominee applied in service delivery or project leadership.

6. Sustained Service Over Time

Indicate the number of years the nominee has demonstrated consistent and outstanding community service through Kiwanis.

7. Leadership and Mentorship

Provide examples of leadership and mentorship, either within the club or in the broader community.

8. Supporting Documentation

Attach or describe any supporting materials such as letters of recommendation, commendations, or testimonials.

(Attached additional sheet if needed)



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DISTRICT DE L'EST DU CANADA ET DES CARAIBES

GODFREY DYER KIWANIS MARKETING AWARD NOMINATION FORM FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: This award was established on behalf of Past Governor Godfrey Dyer (1995-1996), Kiwanis Club of Montego Bay, to recognize club contributions to Marketing, publicity, and the Promotion of Kiwanis to the community. Clubs should submit a full description of the marketing/publicity campaign, the variety of media used in promoting the events, copies of sample media materials and the assessment of the overall results. Judging will be based solely on submission.

Name of Kiwanis Club _____

Division No. _____ Division Name: _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ SIGNATURE _____

Date of Club Board of Directors Acceptance _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

DEADLINE DATE: 12:00 midnight Eastern Standard Time. January 31, 2026.

Submission Date: _____

Failure to submit the signed nomination form will deem your application ineligible

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

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Notes:

Marketing is the activity undertaken to promote a product or service. It includes market research, advertisement, and the assessment of the success of the campaign.

Submissions are limited to 8 documents in total.

Website links may be used in addition to the electronic documents being submitted.



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DISTRICT DE L'EST DU CANADA ET DES CARAIBES

INTER-CLUB AWARD NOMINATION FORM FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: To recognize KIWANIS CLUBS for their outstanding involvement in Kiwanis fellowship via Inter-club meetings or projects.

To qualify as an inter-club meeting the number of club members attending must meet the Kiwanis International policies as outlined below.

“346 – INTERCLUB MEETINGS (1/13)

An interclub meeting is one which is held by two or more Kiwanis clubs (including clubs "in formation") or by a Kiwanis club and any Builders Club, Circle K club, Key Club, Aktion Club, and K-Kids club.

For clubs having a membership of twenty (20) or less members, a minimum of two (2) members in attendance will be required to constitute an interclub meeting. (4/04)

For clubs with a membership of twenty-one (21) to thirty (30) members, a minimum of three (3) members in attendance will be required to constitute an interclub meeting. (4/04)

For clubs with a membership of thirty-one (31) or more members, a minimum of four (4) members in attendance will be required to constitute an interclub meeting. (4/04)”

Nominee: Kiwanis Club of _____

Division No. _____ **Division Name:** _____

Club membership total as of October 11 (*the year under review*). _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ **SIGNATURE** _____

Date of Club Board of Directors Acceptance: _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

Deadline Date: 12:00 midnight Eastern Standard Time, January 31, 2026.

Submission Date: _____

Failure to submit the signed nomination form will deem your application ineligible

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

“Clubs shall not be eligible to receive the same award more than once out of each three (3) years for the same or any major part of the same project unless otherwise indicated”

The Interclub Submission Form includes three categories:

1. Interclub within EC&C District
2. Interclub outside of EC&C District
3. Interclub with SLP clubs

(See below)

DETAILS OF INTER-CLUB MEETINGS (within EC&C District)

If necessary, attach an additional sheet using the same layout as below.

[illegible]

If necessary, attach an additional sheet using the same layout as below.

[illegible]

DETAILS OF INTER-CLUB MEETINGS (Service Leadership Programme (SLP))

If necessary, attach an additional sheet using the same layout as below.

Date	Name of SLP Club Visited	Division # or District # of club attended.	# Club members attending

1. Did members attend any of the SLP Conventions?

a. Key Club District Convention _____

Key Club International Convention _____

b. CKI District Convention _____

CKI International Convention _____

c. Any other SLPs convention or major Events _____



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DISTRICT DE L'EST DU CANADA ET DES CARAIBES

LAURENT GIROUARD AWARD CLUB BULLETIN - MONTHLY/QUARTERLY NOMINATION FORM FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: Established on behalf of Past Governor Laurent Girouard (1968), Kiwanis Club of St. Laurent de Montreal, is presented to the Club that issues the best monthly/quarterly Bulletin in electronic or paper media.

Nominee: Kiwanis Club of _____

Division No. _____ **Division Name:** _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ **SIGNATURE** _____

Date of Club Board of Directors Acceptance: _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

Deadline Date: 12:00 midnight Eastern Standard Time, January 31, 2026.

Submission Date: _____

Failure to submit the signed nomination form will deem your application ineligible

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

“Clubs shall not be eligible to receive the same award more than once out of each three (3) years for the same or any major part of the same project unless otherwise indicated”

(Please check below what is applicable for your club)

Bulletins are published once a quarter _____

Bulletins are published once a month _____

Additional Notes of Importance;

- **Ensure submitted Bulletins are from different quarters of this fiscal year.**
- **Clubs must submit electronically a minimum of two (2) bulletins or up to a maximum of four (4) bulletins.**



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EASTERN CANADA AND THE CARIBBEAN DISTRICT
DISTRICT DE L'EST DU CANADA ET DES CARAIBES

LLOYD DISTANT SR. NOMINATION FORM FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: To recognize a Kiwanian who demonstrates outstanding leadership in the growth, support, and sustainability within SLP programs.

Nominee's Name: _____

Kiwaniis Club of _____

Division No. _____ Division Name: _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ SIGNATURE _____

Date of Club Board of Directors Acceptance: _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

Deadline Date: 12:00 midnight Eastern Standard Time, January 31, 2026.

Submission Date: _____

Failure to submit the signed nomination form will deem your application ineligible

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

“Clubs shall not be eligible to receive the same award more than once out of each three (3) years for the same or any major part of the same project unless otherwise indicated”

The Nominee is an exceptional mentor leading SLP growth at the club, division and district level for a minimum of five years. A letter of recommendation would be valuable.



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DISTRICT DE L'EST DU CANADA ET DES CARAIBES

RALPH S. TAYLOR CLUB WEEKLY/BIWEEKLY BULLETIN AWARD NOMINATION FORM FOR THE ADMINISTRATIVE YEAR 2024/2025

PURPOSE: Established in memory of an inspiring leader in Northern Ontario, a charter member of the Kiwanis Club of Cobalt and later a member of the Kiwanis club of New Liskeard, this award is presented to the club that issued the **best** weekly/biweekly Bulletin in electronic or paper media.

Nominee: Kiwanis Club of _____

Division No. _____ Division Name: _____

VERIFICATION OF NOMINATION:

CLUB PRESIDENT NAME _____ SIGNATURE _____

Date of Club Board of Directors Acceptance: _____

THIS NOMINATION FORM MUST BE SUBMITTED TO THE COMMITTEE, ALONG WITH ANY SUPPORTING DOCUMENTS.

SUBMIT TO:

District Committee Chair: Stephan Rampair

EMAIL: srampair@gmail.com

Deadline Date: 12:00 midnight Eastern Standard Time, January 31, 2026.

Submission Date: _____

Failure to submit the signed nomination form will deem your application ineligible

Note:

Please be aware that the District Awards committee will be applying the Policies and Procedures section 11 – Honours and Awards, sub section District – 11.2, D, as shown below.

“Clubs shall not be eligible to receive the same award more than once out of each three (3) years for the same or any major part of the same project unless otherwise indicated”

Note

The bulletin must be published at least twice a month during the Kiwanis year.

Clubs must submit electronically a minimum of two (2) bulletins or up to a maximum of four (4) bulletins.

Submissions to be from different quarters of the Kiwanis year.