

# 2023-2024 NOMINATION

**CPA Manitoba Lifetime Achievement Award**  
Nominations must be received by November 30, 2023



## Introduction to the CPA Manitoba Lifetime Achievement Award

The CPA Manitoba Lifetime Achievement Award is bestowed to a member who has given sustained distinction in service to the profession, career or community which brings honour to the profession.

The recipient will be announced in late February or early March and will be recognized at CPA Manitoba's Member Recognition Gala.

## Nomination Process and Instructions

Nominations can be completed using our template form or by submitting an audio or audio/video nomination that addresses all sections of the form in the same order listed. The nomination must be signed or approved verbally by a nominator who is a member.

Nominators are responsible for ensuring that the nomination form is complete and that the information submitted is accurate and sufficient to allow the Member Recognition Program Committee to fairly evaluate the nomination. Where additional space is required, please attach a separate sheet.

The nomination form should include the nature and extent of the nominee's involvement with various organizations including time commitment, years of involvement, roles and responsibilities, accomplishments and whether the nominee was paid.

The nomination form should elaborate on any organizations referred to that may not be readily recognizable with a short description of mandate and size. Additional supporting information such as media releases, published articles, etc. may be submitted for consideration.

CPA Manitoba will assist, to the extent possible, by amending the nomination form to provide details of volunteer activity within the CPA profession.

## Criteria for the CPA Manitoba Lifetime Achievement Award

The nominee:

1. Is a member in good standing.
2. Has given sustained distinction in service to the profession, career or community achievement.
3. Except in extraordinary circumstances, the nominee must be a Fellow.

*Please note that CPA Manitoba Board Members and CPA Manitoba Member Recognition Program Committee Members are not eligible to receive this recognition during their term.*

## Selection Process

The Member Recognition Program Committee reviews submissions and recommends nominees to the Board. Nominators will be notified of the status of their nomination once the award recipients have been notified by CPA Manitoba.

Nomination forms for those not selected may be brought to the Committee the following year for consideration and CPA Manitoba may request additional information from the nominator.

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# CPA

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### Completing the Form

1. Enter the appropriate data in each text box or field. Where additional space is required, please attach a separate sheet.
2. Additional supporting information such as media releases, published articles, etc. may be submitted for consideration.
3. Up to five letters of support can be enclosed with the nomination file.

### Transmission Method

Completed nomination forms should be submitted by email to:

Sarah Lipinski  
Events Officer  
CPA Manitoba  
Email: [slipinski@cpamb.ca](mailto:slipinski@cpamb.ca)  
Phone: 431 478.0923

### Nominee Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Year Admitted to Membership: \_\_\_\_\_ Year Fellow Obtained, if Applicable: \_\_\_\_\_

### Nominator Information

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## Professional Career

Under this heading, describe the nominee's career path, beginning with the current position or, if the nominee is retired, the last position held.

Employer	Position	Years: From_____ To_____
1.		
2.		
3.		
4.		

## Identify major achievements in professional career

Under this heading, describe the achievements showing that the nominee has made an outstanding or remarkable contribution, and highlight the way these achievements earned the nominee distinction.

Major Achievements <i>(Please match the numbers to those above)</i>
1.
2.
3.
4.
Other:

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### Volunteer Contributions to Professional Bodies or to Community/Charitable Organizations

Under this heading, list the nominee's most important volunteer activities with civic, community, socioeconomic, professional or charitable organizations, beginning with the most recent.

Organization	Position	Years: From_____ To_____
1.		
2.		
3.		
4.		

### Identify major achievements during involvement with these organizations

Under this heading, describe the achievements showing that the nominee has made an exceptional or remarkable contribution, and highlight the way these achievements earned the nominee distinction.

Major Achievements <i>(Please match the numbers to those above)</i>
1.
2.
3.
4.
Other:

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## Volunteer Involvement in the Affairs of the Accounting Profession

Under this heading, list the main committee or task forces of which the nominee has been a member, the events or activities in which they took part, and in what capacity (member, chair organizer, speaker, etc.).

Committees/Task Forces/Activities/ Events	Organization	Position	Years: From ____ To ____
1.			
2.			
3.			
4.			

## Identify major achievements during involvement in the affairs of the profession

Under this heading, describe the achievements showing that the nominee has made an exceptional or remarkable contribution, and highlight the way these achievements earned the nominee distinction.

Major Achievements <i>(Please match the numbers to those above)</i>
1.
2.
3.
4.
Other:

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## Service and Achievement

Describe the nominee's activities researching, teaching, writing or speaking about professional matters. List achievements demonstrating that the nominee has given sustained distinction in service to the profession throughout their lifetime.

Explain why you feel this individual is deserving of the CPA Manitoba Lifetime Achievement Award.

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## Letters of Support (Enclosed)

This section should identify the source of the letters of support attesting to the nominee's achievements. These letters should adequately highlight how the nominee has given sustained distinction in service to the profession, career or community achievement.

Name	Position	Employer
1.		
2.		
3.		
4.		
5.		

Please enclose the letters with the nomination file. A maximum of five letters may be submitted.