



# **Council of the Federation Literacy Award**

**2019  
Newfoundland and Labrador  
Call for Nominations**

## INTRODUCTION

Literacy skills are the essential building blocks for the development of a vibrant society and economy. These foundational skills are embedded in activities in the home, school, community and workplace. There is a continuum of development ranging from learning to read through to reading to learn a variety of other skills and perspectives on life. At the end of this continuum is the complex set of skills necessary for daily life, employment, citizenship, and personal advancement and enjoyment in our modern and diverse society. Today, the broad definition of literacy includes a variety of skills: reading text, document use, writing, oral communications, numeracy, thinking skills, computer use, working with others and continuous learning.

It is clear that Canada's provinces and territories are repositories of innovative principles, practices and programs that reflect the very highest ideals in literacy best practices, and serve the varying needs of many different types of learners.

The Council of the Federation (established in 2003 by the 13 Premiers in Canada to acknowledge the leadership role that provinces and territories play in revitalizing the Canadian federation) has identified a number of key initiatives of importance to Canadians, one of which is literacy. In order to bring recognition to achievements in literacy in every province and territory, Premiers, in July 2004, agreed to create a Council of the Federation Literacy Award. The award recognizes outstanding achievement, innovative practice and excellence in literacy. Beginning in 2005, 13 Council of the Federation Literacy medallions have been presented annually, one for each province and territory. The Council of the Federation Literacy Award covers the entire spectrum of the field, including family, Indigenous, health, workplace and community literacy and is given to recognize the excellence of educators, volunteers, learners, community organizations (including non-governmental organizations) and businesses in each province and territory.

## NEWFOUNDLAND AND LABRADOR AWARD

For 2019, Newfoundland and Labrador nominations for the Council of the Federation Literacy Award are being accepted for the category of **Adult Literacy Learner**. This award category is for people who have faced difficulties in life because they could not read or write well in English. They have taken steps to improve their reading and writing skills, and this has helped to better their lives and prepare them for post-secondary education and/or employment.

The Newfoundland and Labrador award will be presented in **fall 2019**. The winner will receive a Council of the Federation Literacy Award engraved medallion and a certificate signed by the Premier. Nominations are now open, so please take this opportunity to tell us about an Adult Literacy Learner who has demonstrated excellence and leadership in the field of adult literacy.

The Council of the Federation will announce the award recipients for each province and territory in a news release in September 2019.

## GENERAL ELIGIBILITY

Anyone may nominate an individual and nominees may also nominate themselves. Nominees in the Adult Literacy Learner category **must** meet all of the following criteria to be eligible for consideration:

1. Nominees must be a resident of Newfoundland and Labrador;
2. Nominees must be 18 years of age or older;
3. Nominees must have participated in an adult basic literacy, workplace literacy or Adult Basic Education program for at least six months; and
4. Nominees must have signed the nomination form included in this package, indicating their consent.

Past winners are not eligible.

## SUBMISSION REQUIREMENTS

Submission packages **must** contain **ALL** of the following:

1. A clear and detailed **rationale letter** outlining why the nominee should be considered for this award. This letter **must** be written by the nominee.
  - The rationale letter **must** be a maximum of 3 pages in length and typed (double-spaced) or clearly hand-written on letter-sized (8.5"x11") white stationary.
  - Pages should be numbered, and joined with a paper clip.
  - The rationale letter **must** include answers to the following questions about the nominee:
    - a) *What was your life like before you improved your literacy skills? Did you have any problems and challenges because of your difficulty with reading and/or writing?*
    - b) *Why did you decide to improve your literacy skills?*
    - c) *How did you get help? Which program did you join? When did you join? Are you still enrolled or did you complete it?*
    - d) *Describe what it was like to improve your reading and writing skills. How did the instructors and/or tutors help you? Give some examples of your experiences while enrolled in the program.*
    - e) *How has improving your literacy skills changed your life? What things do you enjoy doing now that you could not do before? How has it helped you do new things for yourself, your family, your employer and/or your community?*
    - f) *How has improving your literacy skills prepared you for post-secondary education and/or employment?*
    - g) *Have you helped and encouraged others to participate in an adult literacy program? If so, how?*
2. **Two letters of support** that show why the nominee deserves the award.
  - At least one support letter **must** be from the nominee's instructor or tutor.
  - Each support letter **must** be a maximum of 1 page in length, typed or clearly hand-written in dark ink.

3. A completed and signed **nomination form** (found at the end of this nomination package).
  - The nomination cannot be considered unless the nomination form is signed by the nominee, thereby indicating their consent.

The **completed nomination form** from this package (signed by the nominee) must be attached to the front of the submission package. The **rationale letter** outlining why the nominee should be considered for the award and the **two letters of support** must be attached (using a paper clip) to the back of the submission.

### **AWARD RULES**

The completed and signed nomination form **must** accompany each submission. A selection committee will evaluate all submissions based on the eligibility criteria and submission requirements outlined in this nomination package. Entries will be assessed solely on the content and quality of the written submission. Decisions are final.

Do not send books, videos, or other such materials.

Submissions will not be returned.

The nomination package may be submitted using **ONE** of the following methods by **May 31, 2019**:

- Electronically by 11:59 p.m. on May 31, 2019 (with the nomination form signed and scanned) to [heatherlegge@gov.nl.ca](mailto:heatherlegge@gov.nl.ca)

### **OR**

- Couriered by 4:30 p.m. on May 31, 2019 to:  
COF Literacy Award Selection Committee  
c/o Literacy and Institutional Services Division  
Department of Advanced Education, Skills and Labour  
Attention: Heather Legge, Program and Policy Development Specialist  
3rd Floor, West Block, Confederation Building  
100 Prince Philip Drive  
St. John's, NL, A1B 4J6

### **OR**

- Canada Post mail (postmarked by May 31, 2019) to:  
COF Literacy Award Selection Committee  
c/o Literacy and Institutional Services Division  
Department of Advanced Education, Skills and Labour  
Attention: Heather Legge, Program and Policy Development Specialist  
3rd Floor, West Block, Confederation Building  
P.O. Box 8700  
St. John's, NL, A1B 4J6

**Please note:** Late submissions or submissions without completed nomination forms (signed by the nominee) cannot be accepted.

**NEWFOUNDLAND AND LABRADOR NOMINATION FORM  
COUNCIL OF THE FEDERATION LITERACY AWARD**

**CATEGORY: ADULT LITERACY LEARNER**

**NOMINEE INFORMATION** (Please print clearly. Nominee must sign below.)

NAME OF NOMINEE \_\_\_\_\_

NOMINEE'S STREET ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

I accept the nomination for the Council of the Federation Literacy Award and agree to all award rules stated in the nomination package. By ticking the boxes and signing below, I confirm that:

The information provided is accurate and I consent to the use and exchange of this information for the sole purpose of evaluating and selecting award recipients.

If I receive this award, I consent to having my name, community, summary of achievements and photograph released to the media and included in Government of Newfoundland and Labrador and the Council of the Federation publications for publicity purposes associated with the award.

If unsuccessful, I would like my nomination to be considered again in 2020.

\_\_\_\_\_  
SIGNATURE OF NOMINEE

\_\_\_\_\_  
DATE

**NOMINATOR INFORMATION** (Complete if the nominator is someone other than the Nominee)

NOMINATOR'S NAME \_\_\_\_\_

ORGANIZATION (IF APPLICABLE) \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_