

**Title: Family and Community Support Services (FCSS) Volunteer Recognition**

**Policy No: 5004**

**Effective Date: July 13, 2021**

**Motion Number: 21.07.348**

**Supersedes Policy No: NONE**

**Review Date: July 13, 2024**



**Purpose:** To recognize the significant contribution of (individual or group) volunteers in FCSS programs.

**1. DEFINITIONS**

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.
- 1.2. **Green View FCSS** means Family and Community Support Services provided by the M.D. of Greenview in partnership with the Town of Valleyview.

**2. POLICY STATEMENT**

- 2.1. Green View FCSS shall recognize and celebrate the significant contribution(s) (individual or group) volunteers made toward improving the quality of life in Greenview.

**3. PROCEDURE**

- 3.1. The Green View FCSS Board shall, annually establish a budget for the Volunteer Recognition Program.
- 3.2. The Green View FCSS Board shall recognize the contributions of its (individual or group) volunteers during the provincially recognized Volunteer Week through a recognition event and/or publication on a recognized and widely circulated platform such as, local media platforms, Greenview’s website or social media.
- 3.3. The FCSS Board Chair will if required emcee the recognition night event or, if unavailable, shall appoint an emcee.
- 3.4. Each nominee shall receive an invitation to attend the appreciation event.
- 3.5. Nominations shall be made in writing on an approved FCSS Volunteer Recognition Nomination Form. Calls for (individual or group) nominations shall be limited to 250-word descriptions of the volunteer’s contributions.
- 3.6. The amount spent on volunteer appreciation gifts shall be determined annually and depend on the number of nominations as well as the annual budget.