



2018

Awards of Excellence

Prix d'Excellence

An Annual Celebration of Excellence
Amongst the New Brunswick Wrestling Community



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INTRODUCTION

This document contains all of the guidelines and nomination procedures for the 2018 Lutte New Brunswick Wrestling Awards of Excellence. Lutte New Brunswick Wrestling (LNBW) has established these annual awards to celebrate and honour the remarkable contributions and achievements of the exemplary individuals within New Brunswick's wrestling community.

Please read this booklet carefully before submitting an Official Nomination Form(s). Please note nominations must be fully completed in order to be considered by our Selection Committee.

These Guidelines are available in both official languages on the LNBW web site at www.luttenbwrestling.com

NOMINATION & SELECTION CALENDAR

EVENT / ACTIVITY	DATE / DEADLINE
Entry qualifying period	October 1, 2017 to September 30, 2018
Distribution of nomination packages	October 1, 2018
Entry Deadlines	November 15, 2018
Eligibility Review	By November 17, 2018
Selection Process	By November 25, 2018
Notice to Honoree	November 30, 2018
Announcement of all Honorees	November 30, 2018
Awards Presentation	2019 Eastern Canadian Championships



LUTTE NEW BRUNSWICK WRESTLING AWARDS OF EXCELLENCE PROCESS

PROCESS

LNBW will issue a Call for Nominations for the Lutte New Brunswick Wrestling Awards of Excellence. The call goes out to the members of LNBW. Any person that meets the Lutte New Brunswick Wrestling Awards of Excellence eligibility criteria may be entered for consideration. Eligible entries are for achievements, performances, or contributions that take place between October 1, 2017 and September 30, 2018.

Upon receipt, LNBW will review each nomination to ensure eligibility requirements are met and identifies any concerns, inconsistencies or missing information before being forwarded to the Selection Committee.

The selection committee is made up of individuals appointed by the LNBW President. Once the selection committee has submitted their recommendations, LNBW will tabulate the ballots and announce the selected honourees. Awards will be presented to each honouree at the conclusion of the 2018 Eastern Canadian Championships.

REVIEW

LNBW will review the Lutte New Brunswick Wrestling Awards of Excellence guidelines on a yearly basis for possible changes to the upcoming year. Please send your comments, concerns, and suggestions in writing by April 30, 2018 to LNBW's Executive Director at exec@luttewrestling.com.

ELIGIBILITY

WHO CAN ENTER

For the Athlete, Coach, and Official Award categories, each nominee must be:

- A member in good standing of LNBW for the year in which the nominee is being nominated,
- A current Athlete, Coach, or Official for the year in which the nominee is being nominated.

The Volunteer of the Year Award is open to any resident of New Brunswick.

QUALIFYING PERIOD

Eligible entries are for achievements, performances, or contributions that take place between October 1, 2017 and September 30, 2018. This excludes the Volunteer of the Year Award, which may take place over the past 20 years.



WHO CAN NOMINATE

Anyone can submit a nomination for the Lutte New Brunswick Wrestling Awards of Excellence.

HOW TO SUBMIT A NOMINATION

Only nominations that are complete will be accepted. The nominating person will be notified by email or by phone of their incomplete nominations and will be allowed to re-submit completed nominations until the specified deadline (November 15, 2018). All nominations must strictly abide by the nomination requirements.

The nominating person must submit a completed online Official Nomination Form (<http://goo.gl/forms/jqtHpQ1xI4>). Any supporting documentation, such as newspaper articles, pictures, or reference letters that the nominating person wishes the Selection Committee to consider can be forwarded electronically to LNBW's Executive Director via email at exec@lutenbwrestling.com.



CONDITION OF ENTRY

1. The nominating person warrants that the information presented in the Official Nomination Form is a true and fair record of the nominee's accomplishments, performances, and/or contributions.
2. If necessary, the nominating person can provide proof of any information requested by the Selection Committee to verify the individual's accomplishments, performances, and/or contributions.
3. The nominating person and nominee grant LNBW the right to use, exhibit, display, broadcast and distribute and create derivative works of the information, and or materials, provided in any media now known or later developed for promoting, publicizing or explaining LNBW and its activities.
4. The nominating person warrants that all nominees have been notified of their nomination.
5. The nominating person acknowledges that in any case the chair of the Selection Committee determines that the information provided is inaccurate or incomplete, and the individual is therefore incorrectly entered, LNBW reserves the right to declare the nomination submission to the Lutte New Brunswick Wrestling Awards of Excellence ineligible.
6. A person deemed to be ineligible by the chair of the Selection Committee has the right to appeal the decision in accordance with LNBW Policy 105.
7. LNBW is under no obligation to name an honouree for each category, and reserves the right to leave a category un-awarded.
8. The signature on the Official Nomination Form of the nominating person signifies an understanding and acceptance of the Lutte New Brunswick Wrestling Awards of Excellence guidelines.



AWARD CATEGORY

It is the nominating person's responsibility to ensure that the individual being nominated is entered in the correct award category. LNBW, in consultation with the nominating person, may alter the selection.

Please note the following:

- There are no restrictions on the number of entries a nominating person may enter.
- Previous honourees can be nominated even if they have won in previous years.

FEMALE YOUTH WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding female athlete born in 2004 to 2009.

MALE YOUTH WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding male athlete born in 2004 to 2009.

FEMALE CADET WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding female athlete born in 2003 or 2002.

MALE CADET WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding male athlete born in 2003 or 2002.

FEMALE JUVENILE WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding female athlete born 2001 or 2000.

MALE JUVENILE WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding male athlete born 2001 or 2000.



FEMALE JUNIOR WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding female athlete born 1999 or 1998.

MALE JUNIOR WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding male athlete born 1999 or 1998.

FEMALE SENIOR WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding female athlete born in, or after, 1997.

MALE SENIOR WRESTLER OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding male athlete born in, or after, 1997.

DEVELOPMENT COACH OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding coach who work with athletes born in, or after, 2004.

PERFORMANCE COACH OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding coach who work with athletes born in, or before, 2003.

OFFICIAL OF THE YEAR

To be presented annually to Lutte New Brunswick Wrestling's outstanding official.

VOLUNTEER OF THE YEAR

To be presented annually to the volunteer who has made an outstanding contribution to the sport of wrestling within New Brunswick during the past 20 years.



SELECTION PROCESS

HOW THE SELECTION COMMITTEE IS CHOSEN

1. The selection committee is made up of individuals appointed by the LNBW President.
2. The Selection Committee will consist of five individuals.
3. The following principles must be adhered to when developing the composition of the Selection Committee:
 - Gender
 - Language
 - Geography
4. The Executive Director will sit on the Selection Committee as an ex officio.
5. Individuals nominated for an award, with the exception of the Lutte New Brunswick Wrestling Certificate of Coaching Excellence, are not eligible to sit on the Selection Committee.
6. Selection Committee members that are affiliated with a nominee must adhere to LNBW Policy 103.
7. All names of the Selection Committee are to be kept confidential to limit the risk of influencing the deliberations and voting procedures. LNBW will not reveal the names of the Selection Committee. Members of the Selection Committee will not reveal any details pertaining to the specific selection of the honourees.
8. Voting will be conducted by secret ballot, and will be counted by the Executive Director.



HOW THE VOTING PROCESS WORKS

1. Nominations are received by LNBW and checked for completeness and eligibility.
2. LNBW distributes a copy of each nomination to each member of the Selection Committee.
3. Members of the Selection Committee will record their points and rank each nominee based on their findings (1st, 2nd, etc.) The Selection Committee will then submit their rankings to LNBW's Executive Director for tabulation.
4. The honourees will be notified by LNBW by November 30, 2018.

TIED NOMINATION

In the event of a tied nomination the following rule will be applied:

- The number of first place votes will determine the winner. If a tie continues, then the number of second place votes will determine the winner, and so on.
- LNBW reserves the right to name more than one honouree in the event of a tie.