



# Manitoba Square & Round Dance Federation Inc.



## Manitoba Crocus Award Guidelines

### 1. Purpose:

The Manitoba Crocus Award is to officially recognize excellence, dedication and outstanding achievement by dancers, callers, leaders and instructors in the Province of Manitoba. Two classes of the Award are authorized: THE CROCUS MERIT AWARD and THE CROCUS LONG SERVICE AWARD. These Awards will be presented to those who have made an outstanding contribution beyond the scope of their regular activities.

**Members can only receive both awards once.**

### 2. Nomination:

Any individual, club or association may originate nominations. The maximum number of nominations that may be submitted to the Federation per year is four per Association. The Federation, upon review and approval by the regional Association, receives these nominations. No nomination should be forwarded to the Federation unless it has the support of the executive of the Association. Each Association receives Guidelines and Nomination Forms from the Federation in November. The deadline for receipt of Nomination Forms by the Federation's Awards Coordinator is April 1st. This provides the time required for the Provincial Awards Coordinator to photocopy and mail the submissions to the Members of the Board of Governors for their review before the May Meeting.

### 3. Eligibility:

Nominees must have been active in Square, Round, Clogging or Line Dancing for not less than **five** years. Nominees may be current or no-longer-active dancers, callers or leaders, who qualify according to the criteria defined under #1 (Purpose), above. Nominations for posthumous awards will also be accepted, according to the same criteria.

### 4. Selection:

(a) The Awards Co-ordinator will publish in the January issues of Manisquare and Westman Dancer the nomination procedures for the Crocus Awards and will send a copy of this article to the President of the Parkland Division. The information should include:

- i. the definition of the awards
- ii. that the nominees must have been active in their field for at least **5** years to be eligible for the Crocus Merit Award.
- iii. that the nominees must have been active in their field for at least **15** years to be eligible for the Crocus Long Service Award.
- iv. that the nominees must have been members of an Association or Division for the time period for which they receive the award.
- v. where nomination papers may be obtained.
- vi. that nomination papers must be submitted to the secretary of the nominee's Association or Division for approval prior to submission to the Board.

(b) The annual selection of the Manitoba Crocus Award recipients is made by the Board of Governors of the Federation at the spring/summer (May) meeting. In the process of selecting the recipients, the Board will decide whether the nominee will receive the Crocus Merit Award or the Crocus Long Service Award. Nominees whose accomplishments reflect extraordinary contributions of an innovative or improving nature shall receive the Crocus Merit Award. Each nominee should be judged in the context of his/her Association. Nominees whose contributions reflect a continuing dedication to the normal activities of their classification (i.e. dancer or caller/leader) for a period of **15** years shall receive the Crocus Long Service Award. Not more than 12 award winners will be selected in any one year. The decisions of the Board of

Governors are final.

**5. Voting Procedure:**

Each Governor may speak for or against any nominee, based on their personal knowledge, however, the feelings of the Association must be declared by their representative, if it should be different from their own. The selection will be made by secret ballot, if requested by a Board Member, after the discussion is complete and a motion to approve has been made, A simple majority is required.

**6. Awards:**

The physical awards provided by the Federation are:

(a) The Manitoba Crocus Merit Award

i. a framed certificate of quality paper, with decorative art work, inscribed “The Merit Award for Outstanding Contribution and Dedication to the Square and Round Dance Recreation” and including the date and the name(s) of the recipients. The certificate is signed by the President of the Federation and the President of the Nominating Association/Division.

ii. A Crocus Merit Pin for each recipient.

(b) The Manitoba Crocus Long Service Award

i. a framed certificate of quality paper, with decorative art work, inscribed “Award for Long Service and Dedication to the Square and Round Dance Recreation” and including the date and the name(s) of the recipients. The certificate is signed by the President of the Federation and the President of the Nominating Association/Division.

ii. A Crocus Long Service Pin for each recipient.

**7. Presentation:**

The Award presentation will be made at the Come Together Jamboree by the Federation President (or out going Federation President). Associations may make arrangements to have these awards re—presented at an Association event. If at all possible the Federation President or designate will make this presentation. Otherwise, the Association President or designate will make the presentation.

**8. Recording:**

A file documenting the presentation of the Awards is necessary. The file includes the profiles of the recipients, names and addresses of the Association to which the recipient(s) belong. The Award file is the responsibility of the Federation’s Secretary for entries and safekeeping. It is passed on to succeeding Secretaries.

A plaque, with the award winners’ names inscribed on the plaque, will be displayed at Federation events and wherever the presentations are made. The Association Presidents will retain the plaques for safekeeping and for display at Association events.

**9. Confidentiality:**

In order to make the Award process as positive as possible and to reduce the possibility of generating negative feelings, no information relating to the discussion on voting will be disseminated beyond the Federation’s Board of Governors. It is recommended that the Association follow a similar practice.

**10. Revenues:**

The Manitoba Square and Round Dance Federation, Inc. provides funding for the Manitoba Crocus Awards.

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