**U Make a Difference Awards**

The U Make a Difference awards recognize ‘excellence’ in one of three key areas:

* Innovation and curiosity
* Collaboration and communication
* A positive work environment and community

For this award ‘excellence’ is defined as demonstrating outstanding success in job/professional responsibilities, projects or research.

Examples include:

* Demonstrating exceptional initiative, perseverance, accountability or commitment in meeting or exceeding client (including other staff or students) needs, project deliverables, or goals.
* Pursuing excellence through actions of integrity and perseverance.
* Continuously striving to surpass personal expectations; actively seeking opportunities for personal learning, character building and growth; taking responsibility for own performance.

Behavioural descriptors are listed for [each set of criteria](https://www.ucalgary.ca/recognition/umakeadifference#criteria) and form the basis for adjudication. It is recommended that applications focus on one set of criteria. Any applications requesting consideration under multiple criteria will be accepted but will be scored independently. Applicants are only eligible for one award.

**Ratings for strength and alignment of evidence:**

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| **4** - Outstanding evidence provided from nominator(s), peers, and students to support criterion. Alignment between multiple sources of evidence is clear for this criterion. |
| **3** - Strong evidence provided from nominator(s), peers, students, to support criterion, with some gaps evident. Alignment between multiple sources of evidence somewhat clear for this criterion. |
| **2** - Moderate evidence provided from nominator(s), peers, and students to support criterion, with gaps evident. Alignment between multiple sources of evidence unclear for this criterion. |
| **1** - Little evidence is provided from nominator(s), peers, and students to support criterion. |
| **0** - No evidence is provided from peers, students, and nominator(s) to support criterion. |

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| **U Make a Difference Awards – Innovation and Curiosity****Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Criterion** | **Strength & Alignment of Evidence** **(Rate 4, 3, 2, 1, 0)** | **Comments** |
| **Generating and driving new ideas, resources and processes or seeking to continuously improve beyond their normal responsibilities to benefit the university or larger community.** |
| * Applying original thinking in approach to job responsibilities or projects and research; generating or improving ideas, devices, processes, services, etc.
 |  |  |
| * Engaging in or fostering an environment of curiosity and creativity; contributing to or facilitating problem solving, bringing forth innovative ideas and creative solutions.
 |  |  |
| * Proactively seeking opportunities to learn about new technologies, tools or systems to enhance own work methods, processes, and approaches.
 |  |  |
| * Taking initiative to enhance current procedures, policies, systems or structures to be more efficient and effective, or to save time or money, or to improve the experience of end users.
 |  |  |
| **TOTAL SCORE** | \_\_\_\_\_/16 |
| Comments related to how the nomination package demonstrates overall alignment across categories of evidence related to the specified criteria. |  |
| Comments related to noteworthy characteristics and strengths highlighted in the nomination letter(s). |  |

Evaluator Initials:

Date:

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| **U Make a Difference Awards – Collaboration and Communication****Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Criterion** | **Strength & Alignment of Evidence** **(Rate 4, 3, 2, 1, 0)** | **Comments** |
| **Actively supporting a culture of cooperative, respectful and open communication within the university and community at large.** |
| * Building and maintaining exemplary collaborative relationships both within, and potentially outside, of the faculty, department, or work unit.
 |  |  |
| * Encouraging or leading others to work together to achieve a common goal; openly shares experiences, ideas, innovations, etc., as well as failures, so that others may benefit; giving credit and recognition to others who have contributed towards team goals.
 |  |  |
| * Demonstrating respect in our workplace in the areas of human rights, personal dignity, and health and safety.
 |  |  |
| * Seeking and listening to different points of view and respects differing opinions when developing solutions; separates own interest from the larger university interest to generate the best solution.
 |  |  |
| **TOTAL SCORE** | \_\_\_\_ / 16 |
| Comments related to how the nomination package demonstrates overall alignment across categories of evidence related to the specified criteria. |  |
| Comments related to noteworthy characteristics and strengths highlighted in the nomination letter(s). |  |

Evaluator Initials:

Date:

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| **U Make a Difference Awards – Positive Work Environment and Community****Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Criterion** | **Strength & Alignment of Evidence** **(Rate 4, 3, 2, 1, 0)** | **Comments** |
| **Contributing to the development of a positive and engaged community.** |
| * Actively promoting and contributing to a positive work environment, including recognizing others, role modeling and mentoring positive behaviours, promoting mental health and well-being, etc.
 |  |  |
| * Promoting and supporting a healthy, safe, sustainable, and productive work environment; contribute to UCalgary’s health and safety culture; minimize risks for the campus community, support continuous improvement in UCalgary’s pursuit of excellence in sustainability; leverage social, cultural, sports, and recreational spaces, services, and programs available throughout both the university and Calgary community.
 |  |  |
| * Demonstrating volunteerism through involvement with the University of Calgary volunteer programs on campus, in Calgary, and around the world while providing valuable services to the community through UCalgary programs.
 |  |  |
| * Striving for the university community that is equitable, diverse, and inclusive of all members and respectfully engage with diverse populations in teaching, research, student experience, community engagement, and everyday interactions to create a culture of mutual respect and dignity.
 |  |  |
| **TOTAL SCORE** | \_\_\_\_/16 |
| Comments related to how the nomination package demonstrates overall alignment across categories of evidence related to the specified criteria. |  |
| Comments related to noteworthy characteristics and strengths highlighted in the nomination letter(s). |  |

Evaluator Initials:

Date: