

The Book of Honour was created by Girl Guides of Canada–Guides du Canada, BC Council to recognize outstanding BC Guiders and girls who exemplify the spirit of Guiding.

OBJECTIVES

- To further promote the Vision, Mission and Values of Girl Guides of Canada, as outlined in *Guiding Essentials*.
- To create a special, lasting form of recognition of outstanding members.
- To help fund the BC Bursary of Honour; which encourages post-secondary education and training for youth members of Girl Guides of Canada in BC.

ELIGIBILITY

To be eligible for this recognition the member:

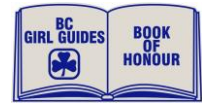
- is or has been an active member of Girl Guides of Canada in BC. In-memoriam applications are accepted.
- demonstrates a considerable commitment to fulfilling the organization's Vision, Mission and Values as outlined in *Guiding Essentials*.
- exemplifies and promotes the spirit of Guiding through keeping the Promise and Law, as evidenced in her Guiding endeavors.

GUIDELINES for SUBMISSION

1. The nominator completes the current application form (available on the BC Girl Guide website) **in consultation** with the area awards adviser or area commissioner.
2. Include a minimum of three (3) support letters that tell the story of how this unique member meets the requirements of eligibility. The tribute (maximum 225 words) is compiled from the thoughts and stories expressed in the letters of support. This tribute will be on the second of the nominee's two pages in the Book of Honour. The Book of Honour manager is available to assist with compiling the tribute.
3. A minimum donation of \$100 payable through Unified Banking to Girl Guides of Canada-BC Council (GL code 02601-10-10167-1003106 (Externally Restricted Funds- Book of Honour) should be forwarded to Province and National from your area Treasurer. This can be done as a Transfer from Unit/District to Area/Province. **Note:** Guiding funds from areas, districts or units should not be used for the purchase of this award.

A list of anyone requiring a tax receipt, (must be a minimum of \$20.00) should be identified with name, full address, email and dollar amount and should be emailed with the application to bc-bookofhonour@girlguides.ca .

A list of names and addresses of all who contribute should also be emailed with the application to bc-bookofhonour@girlguides.ca so thank you notes (s) can be sent.



4. Include a printed copy of the nominee's iMIS profile. This can be obtained from the area iMIS adviser.
5. Recipient photos are an integral part of this award. Please include three printed copies of a 4" by 6" photo of the nominee. The photo should be vertically orientated of a high resolution, at least 1 MB in size, that only shows the recipient, preferably in Guiding uniform. Print the nominee's name (in pencil) on the back of each photo.
6. Email the **complete** packet at least three (3) months before the presentation date to:

Email – bc-bookofhonour@girlguides.ca

Note: Should forwarding the completed application not be possible to be emailed, please contact the Book of Honour Manager at the above noted email for alternate arrangements. Thank you.

7. After approval, the recipient packet will be sent to the person designated on the BOH Application Form. The packet includes a Book of Honour pin and a folder containing the personal tribute, photo and Origin of the Book of Honour pages.
8. Within one week after the presentation date the BOH manager will email a Presentation Record to the primary contact. The form is completed and returned by email to the BOH manager. The BOH Manager arranges for iMIS entry as this is a provincial award and must be entered by the provincial iMIS adviser.
9. Send three photos of the recipient (as indicated above) receiving the Book of Honour. Mail to the Book of Honour manager at the above address.