

POLICY NUMBER: 9

Guideline Policy – Humanitarian Award Review

Background:

The Humanitarian Award is a programme administered and awarded by the Alliance.

The purpose of the Humanitarian Award is to:

- Recognise, within the world community of ALS/MND, work undertaken by individuals to enhance the quality of life of people living with ALS/MND;
- Encourage others to think more broadly about their work and its wider international application and to facilitate wider application and innovation;
- Recognise outstanding effort.

The Award consists of an inscribed crystal bowl and framed citation of the awardee's work. It is presented each year during the Opening Ceremony of the Symposium.

Administration and Review Procedure:

Nominations for the Humanitarian Award can be made by any individual or organization, and are not limited to Alliance members. Nominations will be accepted each year between **May 1 and November 1**. Nominations received after November 1 may be considered for the following year if resubmitted in the appropriate time frame.

The nomination form will be available each year on the Alliance's website. It will also be shared through email and social media, at the General Manager's discretion. All nominations must be submitted using the correct form, including any required supplemental documents. The nomination form is drafted by the Board of Directors and should be reviewed as necessary to ensure that it captures relevant and complete information.

Staff members are responsible for collecting nominations, ensuring that they are complete and sending finished nominations to the appropriate Board Committee for review after the deadline.

The Board of Directors is responsible for evaluating all Humanitarian Award nominations and selecting a winner. Nominations are first reviewed by a volunteer Committee of 3 Board members. This Committee reads all nominations in detail and then presents a recommendation to the full Board of Directors.

This recommendation must then be approved or denied by a majority vote of the Board of Directors by circular resolution, in advance of the Annual Meeting in December.

All Humanitarian Award nominations are reviewed, and a winner selected each year, at the discretion of the Board of Directors based on the criteria outlined in this policy.

Eligibility:

The winner of the Humanitarian Award must have:

- Initiated and implemented work that has had an international impact on people living with ALS/MND;
- Worked actively to demonstrate the benefits of the work to the world community of ALS/MND;
- Presented the work in a structure or format to facilitate international application;
- Created the opportunity for implementation of the work internationally;
- Adopted an internationalist approach to his/her endeavours to fight ALS/MND.

Guideline Policy – Considerations:

The Directors, at their discretion, must evaluate each nomination according to the eligibility criteria above. The Directors may develop scoring rubrics to evaluate nominations based on these criteria.

All nominations will be considered equally, based on their merits and adherence to the eligibility criteria.

Directors may submit nominations or may be nominated. However, nominators and nominees may not serve on the Award Committee, and Directors who have made a nomination or who have been nominated must recuse themselves from voting.

Endorsed by the Board of the International Alliance of ALS/MND Associations

Signed:

A handwritten signature in black ink that reads "Carol Birks". The signature is written in a cursive style with a large, stylized initial 'C'.

Approved by the Board: 26 September 2017