

# THE GOVERNOR-GENERAL'S ACHIEVEMENT AWARDS

An Arm of the Governor-General's Programme for Excellence



*"Inspiring & Energizing Communities to Serve."*

Sponsored by:





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## GOVERNANCE AND ADMINISTRATION

### Advisory Board

The *Governor-General's Programme for Excellence (GGPE)* is governed by an Advisory Board comprised of:

1. His Excellency The Most Honourable Sir Patrick L. Allen ON, GCMG, CD, KSt.J  
Governor-General of Jamaica  
and Chairman of the Board
2. The National Coordinator  
Secretary
3. Six (6) Major Sponsors  
One (1) Representative each:
  - ❖ The Gleaner Company (Media) Limited
  - ❖ The Jamaica National Bank
  - ❖ The Victoria Mutual Building Society
  - ❖ The Scotia Jamaica Building Society
  - ❖ Jamaica Broilers Group of Companies
  - ❖ FLOW
4. Three (3) Custodes  
*(Persons Selected by His Excellency)*
5. Five (5) Resource Persons  
*(Persons Named by His Excellency and Advisory Committee)*

### Selection Committee

Comprises members of the Parish Committee led by the Custos

### Administration

1. Major (Ret'd) Effiom B. Whyte, OD, JP  
National Coordinator  
Governor-General's Programme for Excellence  
Email Contact: [ewhyte@kingshouse.gov.jm](mailto:ewhyte@kingshouse.gov.jm)
2. Ms. Tricia N. Grier, JP, MBA  
Project Officer  
Governor-General's Programme for Excellence  
Email Contact: [tgrier@kingshouse.gov.jm](mailto:tgrier@kingshouse.gov.jm)



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## GENERAL INFORMATION

The *Selection Committee*, comprised of members of the *Parish Committee*, will independently review all nominations to ensure they meet the selection standards and eligibility criteria.

Being nominated does NOT guarantee that a candidate will receive an award. The committee will rank the nominees and decide on the final award determinations. The names with credentials are submitted by the Custos to His Excellency the Governor-General for approval.



To assist the *Parish Committee* it is important that the *Nominator* give full details of the *Nominee*.

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## ELIGIBILITY

To be eligible, a candidate must:

1. Be a Jamaican Citizen
2. Be within one of three age group categories: 18 – 24 years, 25 – 35 years or over 35 years
3. Have an outstanding and verifiable record of community service. Students must also have attained strong or excellent academic performance.



Persons who have been the recipient of a National Honour or Award are not eligible to be considered for a *Governor-General's Achievement Award (GGAA)*.

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## NOMINATION

The *Nominator* must submit his/her nomination in writing to the *Office of the Custos* in the parish where the *Nominee* resides. The nomination is complete when both the *Nomination Form* and the nominee's *Personal Information Form* (along with required documentation) have been submitted. **DEADLINE: Friday, March 17, 2017**

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## SELECTION CRITERIA

The selection criteria focus on '*Family*', '*Youth*', '*Education*' and '*Community impact*'. They also emphasize '*Creativity*', '*Innovation*', '*Initiative*', and '*Sustained Accomplishment*'.

Two (2) Letters of Recommendation attesting to the personal character and achievement of the nominee are required. These may be from a:

1. Clergy Member
2. School Administrator
3. Justice of the Peace
4. Police Officer (*Rank: Inspector or above.*)

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**AWARD CATEGORY: Age Group 18 – 24 Years**

The Award Recipient would have demonstrated exceptional merit without regard to financial need.

To be selected, emphasis is placed on:

1. Strong or excellent academic achievement
2. An interest in innovation
3. Strong family values
4. Leadership and the ability to motivate others
5. Active and significant service towards the betterment of community

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**AWARD CATEGORY: Age Group 25 – 35 Years**

The Award Recipient in this category would have met the following criteria:

1. Completed or be enrolled in a course of study.
2. Have very strong or excellent academic achievement.
3. Have strong family values.
4. Demonstrated positive and verifiable service to the community.
5. Demonstrated the capacity for leadership and ability to motivate others.
6. Demonstrated interest in innovation.
7. The person's achievement must have been made in the public interest.
8. Initiative or volunteer activities have had a positive effect on a significant number of persons in their community.
9. Contributions and achievement must have been made while the individual was acting as a private citizen, not as an appointed or elected government official.
10. Contributions to the community must have been undertaken outside of the person's normal work assignment.
11. Achievements and contributions must be of a not-for-profit nature.
12. Achievements and contributions must have taken place within the last five (5) years.

The Award Recipient would have also demonstrated exceptional merit without regard to financial need.

Areas of emphasis for selection include:

- |   |  |
|---|--|
| ✦ Excellent academic performance                | ✦ Active and significant service towards the betterment of community |
| ✦ Leadership and the ability to motivate others | ✦ Strong family values   |

### AWARD CATEGORY: Age Group Over 35 Years

The Award Recipient would have demonstrated exceptional merit without regard to financial need. They would also have met the following criteria:

1. Active and significant service towards the betterment of community
2. Possess leadership and the ability to motivate others.
3. Have strong family values.

Particular emphasis is placed on:

1. Demonstrated capacity for leadership and ability to motivate others.
2. Demonstrated positive and verifiable service to the community.
3. Strong family values.
4. Contribution to the community outside of the person's normal work assignment.
5. The candidate's initiative or volunteer activities (under the pillars of 'Youth', 'Family', 'Education') that have had a positive effect on his/her community.

## FORMS TO BE COMPLETED

Persons should ensure that the correct form per *Age Group Category* is selected.

1. The **Nomination Form**: To be completed by the *Nominator* / person nominating a candidate.
2. The **Personal Information Form**: To be completed by the *Nominee*.

Visit [www.kingshouse.gov.jm](http://www.kingshouse.gov.jm) or [www.GGPE.org.jm](http://www.GGPE.org.jm) to download the forms. Look for the caption:  
**GOVERNOR-GENERAL'S  
ACHIEVEMENT AWARDS**

A candidate's *Personal Information Form* MUST include the following:

- |                                       |   |
|---------------------------------------|---|
| (a.) Personal and Contact Information | (d.) Community service that has been given.         |
| (b.) Confirmation of eligibility      | (e.) A description of extra-curricular involvement. |
| (c.) Education history                | (f.) Two (2) photographs* – (Passport size, colour) |
- \*Should be taken in Business Suit (Men: Jacket &/or Shirt & Tie)

### Additional requirements:

- |  |   |
|--|---|
| (a.) Character References  | (c.) Resume   |
| (b.) Response to discussion question<br>(*See Addendum per Age Category) | (d.) School Transcript(s) or Original<br>Certificates (As applicable) |



Refer to 'Selection Criteria' on Page 4 for the list of persons who may provide character reference for a nominee. **DEADLINE FOR SUBMISSION OF ALL DOCUMENTS: Friday, March 17, 2017**