

Date: **Award Year - 2009**

To: All Members of the Halifax Regional Cerebral Palsy Association

From: The Richard W. Moulton Award Committee

As you are all aware, Carol von Syberg donated a sum of money in memory of her brother, Richard W. Moulton. Mr. Moulton was the grandfather of our Member, Shawn Moulton.

**Eligibility of the Award**

All members of the Halifax Regional Cerebral Palsy Association who volunteer for the Association in the **Award Year (2009) would be eligible**. The Association and the Richard W. Moulton Award Committee may at its discretion consider nominations from outside our membership if a person volunteers for the Association in the **Award Year**. The Sitting President cannot be nominated during his/her term of office.

The Screening Committee will consist of the Sitting President and two people from our general membership who have not been nominated or have not nominated someone. The President will select these two after all nominations are in on **November 16, 2009**. The Screening Committee will screen the nominees and decide on the recipient of the Award.

**Award**

The Award will consist of a Large Plaque that will be kept at a home of the Moulton Family and an Individual Award. Carol von Syberg will present these at the Annual Christmas Party on **December 1<sup>st</sup>, 2009**.

The Plaque includes our Logo and will say:

Halifax Regional Cerebral Palsy Association  
In Memory of Richard W. Moulton  
Volunteer of the Year Award

(Name of Recipient)

December 1st, 2009 (the actual date of presentation)

Enclosed is an application for the Richard W. Moulton Award. If you know of someone in the organization who you feel is excelling or working hard volunteering for our Association, please honor them by nominating them for this Award. Please complete the Application, address it properly to the name and address on the Application and return it so as to reach **Joy Moulton** at the above address no later than **November 17, 2009**.