

Minister's Award for Excellence and Innovation in Public Library Service Award

Program Rules

- Awards will be open to all public library boards in Alberta.
- Awards will be granted to the board of the library or system delivering the service being recognized.
- Libraries can be nominated or can apply for awards.
- Applications and nominations must be signed by the chair of the board being nominated, or an authorized member of the board. (Electronic signature via signature image or text entry of name is acceptable.)
- Signature of the application / nomination form indicates acceptance of these award program rules.
- Awards will be granted in two separate size categories: libraries serving less than 15,000 and libraries serving 15,000+ populations.
- Two awards will be granted in each size category (for a total of four awards):
 - Award for innovation, defined as new library programs or services, or new and improved methods of program/service delivery.
 - Award for excellence, defined as delivery of established library programs and services at a high level of effectiveness and quality relative to typical Alberta library service delivery.
- Each winner will receive:
 - A physical award;
 - Recognition by the Minister and presentation of the award at the Alberta Library Conference in Jasper; and
 - Expenses (travel, accommodations, conference registration) paid by the Public Library Services Branch (PLSB) for one representative of each winning library board to attend the Alberta Library Conference.
- Participant library boards must be in compliance with current legislation and generally accepted library policy and operational standards.
- Winning libraries must be delivering services in a co-ordinated and planned manner that is responsive to community needs:
 - The service under consideration for award must demonstrate response to documented community needs, preferably as specified in a plan of service based on a community needs assessment.
 - If based upon collaboration with partners or outside organizations, there must be established parameters for collaboration, and evidence of mutual benefit.

- Information about the library service or program being recognized must be shared freely with other libraries.
 - Award recipients must agree to allow PLSB to publicly announce and share information about the project or program for which the award is given.
 - Award recipients must be prepared to allocate reasonable resources (staff time and expertise, administrative costs, etc.) for sharing of project or program information with other libraries.
- Projects or programs will only be considered for an award if they are substantially and successfully completed or implemented.
- Evidence must indicate that the project or program has achieved its desired outcomes.
- Projects or programs can win only one award, in one category, in any one year.
- Adjudication of awards will be by a jury of staff selected from and/or by PLSB.
- Adjudication will be objective and impartial, with quantified scoring and evaluation of submissions.
- Selection criteria will include:
 - Quality of service delivered;
 - Quality of planning;
 - Fit of service with community needs; and
 - Availability of information such as use statistics.
- PLSB reserves the right to make changes to this award program.