**ICGN Excellence in Stewardship Award 2024: Instructions for Nomination**

**About the Award**

The purpose of the ICGN Excellence in Stewardship Award is to recognise individuals, organisations, and collaborative initiatives whose actions have contributed significantly to making effective stewardship a reality in the markets in which they operate.

The Award is given for achievements in the 12-24 months ending 31 December 2023. However, this could include recognition for work that has been undertaken over a number of years that has come to fruition or achieved a significant milestone in that period of time.

The Achievement Awards will be announced during the ICGN Conference in London in July 2024.

**Eligibility**

The Award is open to individuals, organisations, and collaborative initiatives.

There are no restrictions on the sectors in which Nominees are active. They could be, for example, asset owners and asset managers, companies, advisors, representative bodies, NGOs, regulators, or stock exchanges, all of which can contribute to effective stewardship practices.

There is no requirement for Nominees to be ICGN members, although their nominations *must* be supported by at least one ICGN member.

**Nomination Criteria**

There are no restrictions on the type of activity for which Nominees can be nominated, but Nominators are expected to demonstrate the relevance of these activities to one of more of the ICGN Global Stewardship Principles.

The Global Stewardship Principles address:

* Establishing the internal governance practices of investors;
* Developing and implementing of stewardship policies;
* Monitoring and assessing investee companies;
* Engaging companies and investor collaboration;
* Exercising and protecting voting rights;
* Promoting long-term value creation and integration of ESG factors; and
* Meaningful transparency, disclosure, and reporting.

In addition, evidence will be sought of the extent of the Nominee’s contribution to promoting investor stewardship. This might include, for example, evidence of:

* The specific outcomes or outputs in the time period covered by the Award;
* The scale of the achievements to date, and their potential future direct and indirect benefits;
* Whether there is something about the activities that is innovative or breaks new ground;
* Whether the activities have had a cross-border impact;
* The relative difficulty of promoting investor stewardship in the market(s) in which the Nominee has been active; and
* Any governance and/or stewardship eco-system building efforts should be highlighted, including a leadership role of a Nominee working within an initiative or a coalition, whether the Nominee was responsible for drafting or creating charters and/or foundational documents, and the results of these collaborative efforts.

**Nomination and Selection Process**

The Nominees does not need to be an ICGN member. While a Nominee does *not* need to be an ICGN member, the Nominee must be nominated by either an ICGN member; a selected organisation referenced below; or by a member or members of a selected organization. Nominations from these organisations *must* be endorsed by an ICGN member.

The selected organisations are: the African Corporate Governance Network; the Asian Corporate Governance Association; the Latin American Network of Corporate Governance Institutes; and organisations that are members of the Global Stewardship Codes Network or the Global Network of Investor Associations. Nominations from these organisations must be endorsed by an ICGN member.

All nominations will be reviewed by the ICGN Awards Committee after a due diligence review against the assessment criteria and nomination process, which will be used to select a shortlist. The Winner(s) of the Excellence in Stewardship Award will be chosen from that shortlist by an independent judging panel, if necessary, and confirmed by the Awards Committee.

**Completing the Nomination Form**

The Nomination Form should be completed by the Lead Nominator *or* be nominated from a selected organization, or one of its members. In addition, testimonials should be provided by at least one Support Nominator, who *must* be an ICGN member. There is no limit to the number of Support Nominators. Supporting statements or testimonials must be received by any individual who is listed supporting the Nomination, even if an ICGN member.

If the Nominator is a direct report of the Nominee, the Nominator must include at least one statement or testimonial from an external source, who should be an ICGN member, to validate the nomination.

If the Nomination is for an Investment Management Company or Asset Owner, the Nomination should contain a Support Nomination or testimonial from a client or beneficiary, who does not need to be an ICGN member.

As well as completing the Form, Nominators are encouraged to submit additional evidence that will support the statements made in the Nomination Form.

**Checklist for Nominator: Did you-**

* Provide information to meet the Nomination criteria, with examples?
* Provide supporting statements and/or testimonials from support Nominators, who are members of ICGN?
* Provide a biography of the Nominee?
* Provide the contact information for the Nominee and for you, as the Nominator?
* Provide any additional evidence that will support the statements made within the Nomination Form?

**Deadline for Submission**

Nominations should be submitted by Friday, 29 March 2024 to be considered for this year’s Award.

**Please send the completed Nomination Form to** **policy@icgn.org**

**ICGN EXCELLENCE IN STEWARDSHIP AWARD 2024 NOMINATION FORM**

**1. Nominee Details**

Name:

Position:

Organisation:

Country:

Telephone:

Email:

**2. Lead Nominator Contact Details**

The Lead Nominator must be either an ICGN member or one of the organisations selected by the ICGN Awards Committee, or one of its members.

Name:

Position:

Organisation:

Country:

Telephone:

Email:

**3. Relationship Disclosure**

Please describe the relationship (if any) between the Nominator and the Nominee.

**4. Demonstration of Achievements**

Please describe how the Nominee meets the Award criteria, with supporting evidence.

Questions to answer to help inform the Nomination:

* How would you describe the achievements for which they are being nominated, with examples?
* What are the particular ICGN Global Stewardship Principle(s) to which these activities relate? Please provide examples.
* What are the markets or regions in which the Nominee has been active? Please list as many as apply.
* What has been the impact of these activities to date, including any outcomes or milestones achieved during the period covered by the Award? Please provide examples.
* What are the potential future direct or indirect benefits resulting from the Nominee’s activities? Please provide examples.
* What are the features of the Nominee’s activities or achievements that distinguish them from similar activities carried out by others? Please provide examples.
* If a Nominee is being nominated for their contribution to a collaborative initiative or coalition, what are examples of the specific role that they played in that initiative or coalition? Please explain.
* Are there any governance and/or stewardship eco-system building efforts to be highlighted, including a leadership role of a Nominee working within an initiative or a coalition, whether the Nominee was responsible for drafting or creating charters and/or foundational documents, and if so, what are the results of these collaborative efforts. Please explain.

**5. Candidate’s Biography**

Please attach a brief biography of the Nominee when nominating an individual, or further details about the organisation or collaboration being nominated.

**6. Support Nominators and Testimonials**

There is no limit on the number of Support Nominators who can provide testimonials, but they must include at least one ICGN member. Please indicate which of the Support Nominators are ICGN members. If the Nominator is a direct report, at least one external source outside the organization as a Support Nominator, must be provided, who is an ICGN member. If an initiative or coalition has been nominated, at least one supporting statement and/or testimonial should be provided by an individual or organization that has been favourably impacted by the initiative or coalition.

If the Nomination is for an Investment Management Company or Asset Owner, the Nomination should contain a Support Nomination or testimonial from a client or beneficiary, who does not need to be an ICGN member.

Name:

Position:

Organisation:

Country:

Telephone:

Email:

**Statements and/or Testimonials from Support Nominators**

(Provide here please)