

DONALD J. JOHNSTON LIFETIME ACHIEVEMENT AWARD IN FINANCIAL PLANNING

NOMINATION PACKAGE

1. INTRODUCTION

Donald J. Johnston led FPSC[®] (now FP Canada[™]) through its successful first decade as the premier standard-setting organization for the financial planning profession in Canada.

The Donald J. Johnston Award recognizes a recipient's lifetime contribution and positive impact on FP Canada's certifications and on the financial planning profession as a whole.

To submit a nomination for the Donald J. Johnson Award, nominators should:

- review this document thoroughly;
- follow the instructions in each section to complete and submit the Nomination Package; and
- follow the guidance provided in Section 3 to write the Letters of Support and to solicit at least one and up to three additional Letters of Support from third parties across industry sectors and/or stakeholder groups.

FP Canada must receive complete Nomination Packages no later than **May 23, 2025**.

2. NOMINATION ELIGIBILITY AND CRITERIA

Nominees for the Donald J. Johnston Lifetime Achievement Award in Financial Planning must be an FP Canada Fellow.

Nominators must highlight that the nominee has:

- demonstrated leadership and had a tangible, far-reaching impact on the profession and the public it serves by inspiring increased industry, advisor and/or consumer recognition of the importance of financial planning and the positioning of FP Canada certifications as the standard to which planners must be held to properly serve the public interest;
- made a significant direct contribution in support of the work of FP Canada; and
- had a positive impact on the end users of financial services or the industry and organizations through which these services are widely offered.

3. EVALUATION CONSIDERATIONS

In assessing the merits of each nomination, the FP Canada Recognition and Awards Committee will consider:

- the significance of each nominees' achievements, independent of the achievements of other nominees;
- the tenure over which the nominee has demonstrated continuous contribution to FP Canada certifications and the financial planning profession as a whole*; and
- the stature of the nominators and those providing Letters of Support.

The strength of each nomination will be determined by the information provided in the Nomination Package and by the Letters of Support.

Given that the Donald J. Johnston Award is a prestigious distinction, the criteria for acceptance of new recipients are extremely high. As such, the Donald J. Johnston Award may not be awarded every year.

4. NOMINATION GUIDELINES

1. Each nomination must include two nominators. Self-nominations are not permitted.
2. Nominations from family members and nominations from charities will not be accepted.
3. Nominations from business associates are permitted; however, only one nominator can be employed by the nominee's firm/corporation.
4. At least one nominator must hold an FP Canada certification (CFP®, QAFP™), FP Retired status or a F. Pl. designation.
5. Current FP Canada staff, Board members and Recognition & Awards Committee members may not act as nominators or be nominated.
6. The Donald J. Johnston Award will not be awarded to, and cannot be held by, an individual who has a disciplinary history with FP Canada or the Autorité des marchés financiers (AMF); or a disciplinary history with another regulator, professional body, or SRO.
7. In exceptional circumstances posthumous awards may be considered.

5. COMPLETING THE NOMINATION PACKAGE

1. Nominators are responsible for completing the Nomination Package and ensuring the information it contains is accurate.
2. Nomination Packages must include the following:
 - a. a Nomination Form completed by the nominators (**Sections 1–2**);
 - b. a Letter of Support from each nominator (**Section 3**);
 - c. at least one and up to three additional Letters of Support from third parties across industry sectors and/or stakeholder groups, and outside the nominee's own business and/or family, to demonstrate the nominee's fulfilment of the nomination criteria; and
 - d. an Acceptance Form completed by the nominee (**Section 4**).
3. To ensure the most accurate, thorough, and robust submission possible, nominators are encouraged to collaborate with the nominee in completing the Nomination Form and Letters of Support.
4. FP Canada will not consider nominations received after the deadline.

Nomination Form

Section 1: Contact Information

Nominee

NAME OF NOMINEE	
EMPLOYER	
POSITION/TITLE	
ADDRESS	
PHONE	
EMAIL ADDRESS	
LINKEDIN URL	

Nominator 1:

NAME OF NOMINATOR	POSITION/TITLE	PHONE	EMAIL ADDRESS

Nominator 2:

NAME OF NOMINATOR	POSITION/TITLE	PHONE	EMAIL ADDRESS

Section 2: Awards Selection Criteria

NOMINEES MUST HAVE DEMONSTRATED A PROFOUND CONTRIBUTION AND POSITIVE IMPACT ON FP CANADA'S CERTIFICATION(S) AND THE FINANCIAL PLANNING PROFESSION AS A WHOLE

KEY ACCOMPLISHMENTS: Outline the activities in which the nominee has:

- demonstrated leadership and had a tangible, far-reaching impact on the profession and the public it serves by inspiring increased industry, advisor and/or consumer recognition of the importance of financial planning and the positioning of FP Canada certifications as the standard to which planners must be held to properly serve the public interest;
- made a significant direct contribution in support of the work of FP Canada; and
- had a positive impact on the end users of financial services or the industry and organizations through which these services are widely offered.

#	ACTIVITY	YEARS
1		
2		
3		
4		
5		
6		
7		

PROFESSIONAL ROLES: Outline the nominee's professional career, beginning with the nominee's current or most recent position.

#	EMPLOYER	POSITION	YEARS (FROM-TO)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

AWARDS AND OTHER DISTINCTIONS: List relevant awards and other distinctions held by the nominee, beginning with the most recent. As noted above, nominees must be an FP Canada Fellow to qualify for the Donald J. Johnson Lifetime Achievement Award in Financial Planning.

#	AWARD OR DISTINCTION	ORGANIZATION	YEAR	COMMENTS
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Section 3: Letters of Support

Each nominator must submit a Letter of Support. The quality and comprehensiveness of these letters form an important component of the Nomination Package.

The Nomination Package must also include at least one and up to three additional Letters of Support from third parties across industry sectors and/or stakeholder groups, to demonstrate the nominee's fulfilment of the nomination criteria must also be submitted.

Letters of Support should include as much information and factual details as possible to support the nomination. To ensure the most accurate, thorough, and robust submission possible, nominators are encouraged to collaborate with the nominee in completing their Letter of Support.

Specifically, each Letter of Support should:

- a. describe the author's relationship to the nominee;
- b. address the nominee's fulfilment of the nomination criteria by highlighting that the nominee has:
 - demonstrated leadership and had a tangible, far-reaching impact on the profession and the public it serves by inspiring increased industry, advisor and/or consumer recognition of the importance of financial planning and the positioning of FP Canada certifications as the standard to which planners must be held to properly serve the public interest;
 - made a significant direct contribution in support of the work of FP Canada; and
 - had a positive impact on the end users of financial services or the industry and organizations through which these services are widely offered.
- c. be specific and provide details on the significance and tenure of the nominee's profound contribution and positive impact on FP Canada certifications and the financial planning profession as a whole;
- d. to the extent possible, focus on different attributes of the nominee and different contributions, so that, collectively, the Letters of Support build a case for the nominee's worthiness for the award; and
- e. be a minimum of 500 words and not more than 1000 words.

Section 4: Acceptance Form

It is the responsibility of the nominee to accept the nomination and sign off on the Nomination Package to attest to the accuracy and completeness of the information prior to submission.

ACCEPTANCE OF NOMINATION BY NOMINEE:

I, _____, hereby confirm that I accept being nominated as a candidate for the FP Canada Donald J. Johnston Lifetime Achievement Award in Financial Planning. By signing below, I attest that:

- To the best of my knowledge, there are no current or past issues, professional or personal, that could reasonably be seen to impair my integrity, professionalism, personal or professional reputation, or suitability for this award. I further agree to promptly disclose any issues or concerns relating to my integrity or professionalism or otherwise, that may arise during the nomination consideration process.
- All information provided in support of my nomination is accurate and complete. I understand that any misrepresentation or failure to disclose relevant information may result in the withdrawal of my nomination or any award granted.

Signature: _____

Date: _____

Section 5: Final Steps

CHECKLIST FOR YOUR COMPLETE NOMINATION PACKAGE

Section 1 – Contact Information (for nominee and two nominators)

Section 2 – Awards Selection Criteria

Section 3 – A Letter of Support from each nominator and at least one and up to three additional Letters of Support from third parties across industry sectors and/or stakeholder groups

Section 4 – Acceptance Form (signed by the nominee)

SUBMISSION PROCESS

The nomination deadline is **May 23, 2025**. FP Canada will not consider 2025 nominations received after that date.

FP Canada will provide nominators with a confirmation of receipt of submissions. If you have nominated an individual and do not receive a confirmation of receipt by **May 28, 2025**, please contact FP Canada immediately.

FP Canada will notify all nominators and nominees of the outcome of their nominations once all submissions have been reviewed by the FP Canada Recognition & Awards Committee. If you have any questions about the process, please contact awards@fpcanada.ca.

SUBMIT YOUR COMPLETE NOMINATION PACKAGE BY EMAIL TO:

awards@fpcanada.ca