

**CANADIAN COUNCIL FOR
INDIGENOUS BUSINESS**

Annual Awards

NOMINATION HANDBOOK



CANADIAN COUNCIL FOR
**INDIGENOUS
BUSINESS**

TABLE OF CONTENTS

AWARD CATEGORIES

- 4 Young Indigenous Entrepreneur Award
- 6 Indigenous Business Lifetime Achievement Award
- 8 Indigenous Women in Leadership Award
- 10 Excellence in Indigenous Relations Award
- 11 Indigenous Small Business of the Year Award
- 13 Indigenous Business of the Year Award

FAQS

- 15 How to Nominate
- 16 Nomination Eligibility & Rules
- 17 Nomination Requirements & Best Practices
- 18 The Selection Process
- 18 Post-Submission

ABOUT CCIB

Helping build respectful, mutually beneficial business relationships between Indigenous and non-Indigenous businesses has been a long journey for CCIB that began in 1982 when a group of diverse business leaders came together to discuss their shared responsibility in improving Indigenous participation in the country's economy.

Today, Canadian Council for Indigenous Business provides more than 2,900 members, including more than 1,935 Certified Indigenous Businesses (CIBs), with programming, tools, training, network-building, business awards, research, advocacy and national and regional events to advance economic reconciliation across the country and keep Indigenous entrepreneurs positioned for growth.

ABOUT THE AWARDS

Each year, CCIB celebrates outstanding individuals and businesses by presenting six awards that highlight the vital contributions Indigenous entrepreneurs, leaders, and businesses make to the Canadian business landscape.

To align with the award presentation schedule, nominations are accepted through two nomination cycles throughout the year. Individuals may self-nominate or nominate a deserving individual or business for consideration. Please refer to the schedule below for nomination deadlines, judging periods, and award presentation dates.



2027 AWARDS

NOMINATION CYCLE 1

Nomination Period

Opens: September 2026

Closes: October 2026

Selection Process

Judging: November 2026

Notification of Results: November 2026

AWARDS INCLUDED

Business Lifetime Achievement Award

(Presented in Toronto, February 2027)



Young Indigenous Entrepreneur Award

(Presented in Toronto, February 2027)



Indigenous Women in Leadership Award

(Presented in Ottawa, June 2027)



NOMINATION CYCLE 2

Nomination Period

Opens: February 2027

Closes: March 2027

Selection Process

Judging: April 2027

Notification of Results: May 2027

AWARDS INCLUDED

Excellence in Indigenous Relations Award

(Presented in Vancouver, October 2027)



Indigenous Small Business of the Year Award

(Presented in Vancouver, October 2027)



Indigenous Business of the Year Award

(Presented in Vancouver, October 2027)



AWARD CATEGORIES

YOUNG INDIGENOUS ENTREPRENEUR AWARD

This award highlights the enterprising spirit of Indigenous entrepreneurs under the age of 35 who are driving the Indigenous economy forward. It recognizes their innovative spirit, business acumen, leadership, and positive impact on their communities. This prestigious award comes with a \$10,000 cash prize to benefit your business.

ELIGIBILITY CRITERIA

Nominees for the Young Indigenous Entrepreneur Award must be under 35 years of age during the 2027 calendar year (born in 1993 or later).

The Nominee must identify as First Nations, Inuit, or Métis. Proof of Indigenous Heritage may be requested.

- Acceptable documents include: Indian Status Card, Métis National Council Governing Membership, Métis Nation British Columbia, Manitoba Métis Federation, Métis Nation Saskatchewan, Inuit Beneficiary Card, Congress of Aboriginal Peoples (CAP) Affiliate Membership, Northwest Territories Land Claim Settlement Beneficiaries, Confirmed Alberta Métis Settlement Members, Northwest Territory Métis Nation Membership, Membership in a historic First Nations, Inuit or Métis community recognized as independent and rights-bearing by a provincial or Canadian federal government.

CATEGORY QUESTIONS

Nominees are judged on the following criteria:

Business Performance

- Provide a summary of the Nominee's business.
- List the Nominee's gross revenue, expenses, and net revenue for 2025. List the Nominee's projected gross revenue, expenses, and net revenue for 2026.
- What is the greatest challenge facing the Nominee's business and how are they addressing it?

Potential for Growth

What plans does the Nominee have for future business growth in the next two years? How would a \$10,000 investment benefit the Nominee's business?

Leadership

How does the Nominee inspire other Indigenous entrepreneurs in the community? Does the Nominee provide any mentoring or other opportunities for young entrepreneurs?

Community Impact

How has the Nominee engaged with and supported their community? Has the Nominee demonstrated a commitment to giving back?



ATTACHMENTS

Two letters of reference are required to complete this nomination.

QUALIFYING QUESTIONS

Does the Nominee identify as First Nations, Inuit, or Métis?

- If the answer is No, the Nominee is not eligible for this award category.

Was the Nominee born in 1993 or later?

- If the answer is No, the Nominee is not eligible for this award category.

Indigenous Business
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Young Indigenous Entrepreneur Award Sponsor



AWARD CATEGORIES

INDIGENOUS BUSINESS LIFETIME ACHIEVEMENT AWARD

This award honors exceptional Indigenous business leaders from across the country who have reached advanced stages in their careers and have established a lasting legacy. It recognizes their lifelong contributions to business, community, culture, and the broader Indigenous economy.

ELIGIBILITY CRITERIA

The Nominee must identify as First Nations, Inuit, or Métis. Proof of Indigenous Heritage may be requested.

- Acceptable documents include: Indian Status Card, Métis National Council Governing Membership, Métis Nation British Columbia, Manitoba Métis Federation, Métis Nation Saskatchewan, Inuit Beneficiary Card, Congress of Aboriginal Peoples (CAP) Affiliate Membership, Northwest Territories Land Claim Settlement Beneficiaries, Confirmed Alberta Métis Settlement Members, Northwest Territory Métis Nation Membership, Membership in a historic First Nations, Inuit or Métis community recognized as independent and rights-bearing by a provincial or Canadian federal government.

CATEGORY QUESTIONS

Nominees are judged on the following criteria:

Business Leadership and Excellence

What is the Nominee's specific business achievements and attributes? Highlight their entrepreneurial and leadership skills, vision, and dedication to creating meaningful opportunities for the Indigenous business community.

Measurable Results

How has the Nominee's business initiatives positively impacted the economic well-being of their community? Do they have a proven track record of strong business performance and can show clear measurable results?

Commitment to Building Capacity

How has the Nominee's business activities empowered individuals or communities to better engage in the Canadian economy? Have they adopted new technologies, adapted to shifting markets, and shown potential for future growth?

Community Impact

Describe the Nominee's overall positive effect on the social and/or economic health of the community. Have they made a difference in the lives of Indigenous people through employment, community engagement or business development? How have they integrated Indigenous cultural values into their business model and operations?



ATTACHMENTS

Two letters of reference are required to complete this nomination.

QUALIFYING QUESTIONS

Does the Nominee identify as First Nations, Inuit, or Métis?

- If the answer is No, the Nominee is not eligible for this award category.

Indigenous Business A W A R D



Lifetime Achievement Award Sponsor

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AWARD CATEGORIES

INDIGENOUS WOMEN IN LEADERSHIP

Indigenous women have long held roles of leadership and strength in traditional life. Today, their tenacity and determination continue to serve as a powerful testament to their crucial role in preserving culture and traditions. Nominees are influential leaders and mentors in Indigenous business. These women are deeply engaged in their communities, and their work has significantly contributed to improving the lives of Indigenous people.

ELIGIBILITY CRITERIA

The Nominee must self-identify as a woman. CCIB respects and honours all gender identities and expressions.

The Nominee must identify as First Nations, Inuit, or Métis. Proof of Indigenous Heritage may be requested.

- Acceptable documents include: Indian Status Card, Métis National Council Governing Membership, Métis Nation British Columbia, Manitoba Métis Federation, Métis Nation Saskatchewan, Inuit Beneficiary Card, Congress of Aboriginal Peoples (CAP) Affiliate Membership, Northwest Territories Land Claim Settlement Beneficiaries, Confirmed Alberta Métis Settlement Members, Northwest Territory Métis Nation Membership, Membership in a historic First Nations, Inuit or Métis community recognized as independent and rights-bearing by a provincial or Canadian federal government.

CATEGORY QUESTIONS

Nominees are judged on the following criteria:

Professional & Entrepreneurial Background

Provide a summary of the Nominee's professional journey, focusing on corporate leadership, board positions, and entrepreneurial ventures.

Leadership Excellence

Provide an account of the Nominee's track record of excellence in business, community, or politics. How have they demonstrated strong leadership with a consistent history of making impactful decisions? In what ways do they uphold high ethical standards and integrity in their leadership and professional conduct?

Measurable Results

Highlight the Nominee's measurable achievements and outcomes from their leadership efforts. How has their work made a tangible difference in the lives of Indigenous peoples, whether through employment, education, development, political advocacy, the arts, sports, health, or other areas?

Collaboration and Innovation

Explain how the Nominee builds and sustains relationships with organizations, communities, and stakeholders to work towards shared goals. Have they introduced innovative programs, initiatives, or practices that have led to positive change?

Community Impact

Describe the Nominee's contribution to the social and economic well-being of her community. Have they been a catalyst for change? How have they engaged in mentorship and empowerment initiatives? Are they a role model for Indigenous women and/or youth?



ATTACHMENTS

Two letters of reference are required to complete this nomination.

QUALIFYING QUESTIONS

Does the Nominee identify as First Nations, Inuit, or Métis?

- If the answer is No, the Nominee is not eligible for this award category.

Does the Nominee self-identify as a woman?

- If the answer is No, the Nominee is not eligible for this award category.

Indigenous Business A W A R D



Indigenous Women In Leadership Award Sponsor



AWARD CATEGORIES

EXCELLENCE IN INDIGENOUS RELATIONS

This award recognizes an individual who has made exceptional contributions to fostering positive and meaningful relations between Indigenous and non-Indigenous communities. Nominees are never satisfied with things as they are. They always look to improve outcomes for Indigenous peoples, building bridges between Canadian society and Indigenous communities.

ELIGIBILITY CRITERIA

There are no eligibility criteria. This award is open to Indigenous and non-Indigenous candidates.

CATEGORY QUESTIONS

Nominees are judged on the following criteria:

Challenge the Status Quo

What has the Nominee done to challenge the status quo of Indigenous relations in Canada and how they have improved situations and outcomes for Indigenous peoples? How have they built bridges between Indigenous communities and Canadian society?

Measurable Results

How has the Nominee's work contributed to reconciliation between Indigenous communities and Canadian society? Provide examples of the impact of their work has had on Indigenous relations, including achievements and success stories.

Relationships and Collaboration

What social, political and/or economic partnerships and collaborations has the Nominee forged to achieve positive change in Indigenous communities? How have they contributed to building relationships between Indigenous and non-Indigenous communities?

Community Impact

What are the positive outcomes because of their efforts in Indigenous relations? Is the Nominee an inspirational leader that motivates others to engage in collaborative efforts that result in meaningful outcomes?

ATTACHMENTS

Two letters of reference are required to complete this nomination.

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**EXCELLENCE IN
INDIGENOUS
RELATIONS**

Excellence In Indigenous Relations Award Sponsor



AWARD CATEGORIES

INDIGENOUS SMALL BUSINESS OF THE YEAR

The Indigenous Small Business of the Year Award recognizes an Indigenous-owned enterprise with fewer than 20 employees and annual revenue of \$10 million or less that has made significant contributions to the economic, social, and cultural well-being of Indigenous communities.

Please note: This award is open to single, independently registered Indigenous business entities only. Applications submitted on behalf of a group of companies or corporate conglomerates will not be considered.

ELIGIBILITY CRITERIA

Ownership & Control: The business must be at least 51% Indigenous-owned, Canadian-operated and owned. Please note that proof of Indigenous ownership and control may be requested.

- **Acceptable Documentation:** Proof of Indigenous identity for the owner(s) may include: Indian Status Card; Métis National Council Governing Membership; Métis Nation British Columbia; Manitoba Métis Federation; Métis Nation Saskatchewan; Inuit Beneficiary Card; Congress of Aboriginal Peoples (CAP) Affiliate Membership; Northwest Territories Land Claim Settlement Beneficiaries; Confirmed Alberta Métis Settlement Members; Northwest Territory Métis Nation Membership; or membership in a historic First Nations, Inuit, or Métis community recognized as independent and rights-bearing by a provincial or federal government.

- **Verification:** Additional documentation may be required to verify ownership and control of the business (e.g., articles of incorporation, shareholder registry, partnership agreements, or other official business records).

Staffing: The business must have fewer than 20 employees. For eligibility, base your staffing count on the business's peak headcount during the last full calendar year (January 1 – December 31, 2025), including all full-time, part-time, and casual staff on payroll.

Revenue: The business must have an annual revenue of \$10 million or less for the last full calendar year (January 1 – December 31, 2025).



CATEGORY QUESTIONS

Nominees are judged on the following criteria:

Business Performance

Provide a brief history of the Business, highlighting key achievements and attributes. How has the Business demonstrated financial stability and growth in revenue and profitability? What is the Business's strategic vision, and in what ways does it support and collaborate with other Indigenous businesses or organizations?

Measurable Results

Are the Business's results clear and measurable? Please provide evidence of the Business's performance and its long-term impact on the community.

Innovation and Leadership

How has the Business's leadership fostered a culture of growth and development within the organization? What innovative practices, products, or services has the business introduced that set it apart from others?

Community Impact

In what ways has the Business contributed to the economic well-being of the Indigenous community? How does the Business demonstrate a commitment to providing meaningful benefits and integrating Indigenous cultural values into its operations?

ATTACHMENTS

Two letters of reference are required to complete this nomination.

QUALIFYING QUESTIONS

Does the business have fewer than 20 employees on payroll AND an annual revenue of \$10 million or less in 2026? Please base your answer on the business's peak staffing level during the last full calendar year (January 1–December 31, 2026). Include all employees on payroll—full-time, part-time, and casual—in the count.

- If the answer is No, please refer to the Indigenous Business of the Year category.

Is the business at least 51% Indigenous-owned? (Proof of ownership and Indigenous heritage will be required.)

- If the answer is No, the business is not eligible for this award.

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Indigenous Small Business Of The Year Award Sponsor



AWARD CATEGORIES

INDIGENOUS BUSINESS OF THE YEAR

The Indigenous Business of the Year Award honors the achievements and contributions of an Indigenous business that significantly supports and enriches the economic, social, and cultural well-being of Indigenous communities.

Please note: This award is open to single, independently registered Indigenous business entities only. Applications submitted on behalf of a group of companies or corporate conglomerates will not be considered.

ELIGIBILITY CRITERIA

Ownership & Control: The business must be at least 51% Indigenous-owned, Canadian-operated and owned. Please note that proof of Indigenous ownership and control may be requested.

- Acceptable Documentation: Proof of Indigenous identity for the owner(s) may include: Indian Status Card; Métis National Council Governing Membership; Métis Nation British Columbia; Manitoba Métis Federation; Métis Nation Saskatchewan; Inuit Beneficiary Card; Congress of Aboriginal Peoples (CAP) Affiliate Membership; Northwest Territories Land Claim Settlement Beneficiaries; Confirmed Alberta Métis Settlement Members; Northwest Territory Métis Nation Membership; or membership in a historic First Nations, Inuit, or Métis community recognized as independent and rights-bearing by a provincial or federal government.

- Verification: Additional documentation may be required to verify ownership and control of the business (e.g., articles of incorporation, shareholder registry, partnership agreements, or other official business records).

Staffing & Revenue: The Business must have 20 or more employees OR an annual revenue exceeding \$10 million.



CATEGORY QUESTIONS

Nominees are judged on the following criteria:

Business Performance

Provide a brief history of the Business, highlighting key achievements and attributes. How has the Business demonstrated financial stability and growth in revenue and profitability? What is the Business's strategic vision, and in what ways does it support and collaborate with other Indigenous businesses or organizations?

Measurable Results

Are the Business's results clear and measurable? Please provide evidence of the Business's performance and its long-term impact on the community.

Innovation and Leadership

How has the Business's leadership fostered a culture of growth and development within the organization? What innovative practices, products, or services has the business introduced that set it apart from others?

Community Impact

In what ways has the Business contributed to the economic well-being of the Indigenous community? How does the Business demonstrate a commitment to providing meaningful benefits and integrating Indigenous cultural values into its operations?

QUALIFYING QUESTIONS

Does the business have 20 or more employees on payroll OR an annual revenue exceeding \$10 million in 2026? Please base your answer on the business's peak staffing level during the last full calendar year (January 1 – December 31, 2026). Include all employees on payroll—full-time, part-time, and casual—in the count.

- If the answer is No, please refer to the Indigenous Small Business of the Year category.

Is the business at least 51% Indigenous-owned?

(Proof of ownership and Indigenous heritage will be required.)

- If the answer is No, the business is not eligible for this award.

Indigenous Business A W A R D



Indigenous Small Business Of The Year Award Sponsor



HOW TO NOMINATE

**All nominations must be submitted through the Awards Force platform.
Please follow the steps below to complete and submit your nomination successfully.**

STEP 1: ACCESS THE NOMINATION PORTAL

- Visit the Awards Force nomination portal.

STEP 2: CREATE AN ACCOUNT OR LOG IN

- If you are a new user, you will need to create an Awards Force account by selecting Register and entering your information. If you already have an account, simply log in using your existing email address and password.
- Please ensure you subscribe to Award Force communications in order to receive updates about your nomination(s).

STEP 3: CLICK “START ENTRY”

- Click Start Entry and then select the award category to begin the submission process.

STEP 4: COMPLETE THE NOMINATION FORM

- Provide all required information. Please answer all questions clearly and thoroughly, as the information provided will be reviewed by the judging panel.
- Please ensure to upload any required supporting materials directly to the platform. Please ensure all uploaded files meet the platform’s file type and size requirements.

STEP 5: SAVE YOUR PROGRESS

- You do not need to complete the nomination in one sitting. Awards Force allows you to save your progress and return to your application at any time before the submission deadline.
- To continue working on your nomination later, log back into your account and access your saved draft.

STEP 6: SUBMIT THE NOMINATION

- Once your nomination is complete, click Submit.
- After submission, you should receive a confirmation email from Awards Force confirming that your nomination has been successfully submitted.
- Please note that nominations are not considered complete until the final submission step has been completed.

STEP 7: UPDATING A SUBMITTED NOMINATION

- If an update is required before the deadline, please log into Award Force and edit your submission.
- Please note that once the nomination deadline has passed and judging has begun, no further changes can be made to submitted nominations.

Questions? Email CCIB’s Awards Team at awards@ccib.ca.



FAQ'S

NOMINATION ELIGIBILITY & RULES

WHO IS ELIGIBLE TO BE NOMINATED?

Eligibility requirements vary depending on the award category. Please review each award description for specific eligibility criteria.

CCIB staff and Board Members are not eligible to be nominated.

WHO CAN SUBMIT A NOMINATION?

Anyone may submit a nomination for an eligible individual or business, with the exception of current CCIB staff and board members.

CAN I NOMINATE MYSELF OR MY BUSINESS?

Yes, self-nominations are encouraged and permitted for all award categories. Please note that all nominations are evaluated solely on the merits and criteria of the submission; there is no distinction in the judging process between a self-nomination and a third-party nomination.

CAN SOMEONE BE NOMINATED FOR MORE THAN ONE AWARD?

Yes. A nominee may be submitted for multiple award categories, provided they meet the specific eligibility criteria for each. However, a separate nomination form must be completed for every category. Please note that an individual or organization may only receive one award per calendar year.

Note on Eligibility: While nominees may be submitted for multiple categories, please be advised that to ensure a broad recognition of excellence, no individual or organization may

receive more than one award per year. Should a nominee rank first in multiple categories, the Selection Committee will determine the final category placement at their discretion.

CAN SOMEONE BE NOMINATED IN THE SAME CATEGORY MORE THAN ONCE IN THE SAME YEAR?

No, only one submission per category is eligible per nominee each year. If a nominee receives multiple submissions for the same category, the CCIB will contact them to confirm which nomination they wish to move forward with.

CAN A RECIPIENT WIN THE SAME AWARD MORE THAN ONCE?

No. Previous recipients are not eligible to receive the same award within the same category again. This policy ensures the recognition of new achievements and diverse contributors within the industry.

CAN A PREVIOUS RECIPIENT WIN A DIFFERENT AWARD CATEGORY?

Yes. Previous recipients may be eligible to receive recognition in a different award category, provided they meet the eligibility criteria for that category.



DO I HAVE TO BE INDIGENOUS TO SUBMIT A NOMINATION OR BE NOMINATED FOR AN AWARD?

The individual submitting the nomination does not need to be Indigenous; however, all award nominees must provide proof of Indigeneity, except for the Excellence in Indigenous Relations Award, which is open to all Canadian citizens.

WHAT DOCUMENTATION IS ACCEPTED FOR PROOF OF INDIGENOUS HERITAGE?

Acceptable documents include: Indian Status Card, Métis National Council Governing Membership, Métis Nation British Columbia, Manitoba Métis

Federation, Métis Nation Saskatchewan, Inuit Beneficiary Card, Congress of Aboriginal Peoples (CAP) Affiliate Membership, Northwest Territories Land Claim Settlement Beneficiaries, Confirmed Alberta Métis Settlement Members, Northwest Territory Métis Nation Membership, Membership in a historic First Nations, Inuit or Métis community recognized as independent and rights-bearing by a provincial or Canadian federal government.

Please note that proof of Indigenous Heritage may be requested.

NOMINATION REQUIREMENTS & BEST PRACTICES

IS THERE A NOMINATION FEE?

There is no nomination fee. This helps ensure the awards remain accessible and encourages nominations from a diverse range of candidates across industries and communities.

DO I NEED TO NOTIFY THE NOMINEE BEFORE SUBMITTING A NOMINATION?

Yes. If you are nominating someone else, you must inform the individual or business of your intent to nominate them prior to submission. This ensures the nominee is willing to participate, aware of the time commitment required (such as potential filming or ceremony attendance), and prepared to provide any necessary supporting documentation.

ARE LETTERS OF REFERENCE REQUIRED?

Yes, all award categories require two letters of reference to support the nomination.

WHO CAN WRITE A LETTER A REFERENCE?

Letters of reference should be written by individuals who are familiar with the nominee's business, professional achievements and community impact, including, but not limited to: professional supervisors, colleagues, community members, and mentors.

WHAT MAKES A STRONG NOMINATION?

Strong nominations typically:

- Provide **clear and detailed** examples of achievements
- Include **measurable results or impact**
- Demonstrate **leadership, innovation, and community contribution**
- Clearly address the criteria listed for the award category

Supporting documentation and references can help strengthen a nomination.



CAN NOMINATIONS BE UPDATED AFTER SUBMISSION?

Yes. Nominators can log back into their Awards Force account to update nominations prior to the deadline.

THE SELECTION PROCESS

HOW ARE NOMINATIONS EVALUATED?

Nominations are reviewed by a selection committee made up of respected Indigenous and industry leaders. Each submission is evaluated based on the specific criteria listed under the award category. Please note that CCIB keeps an arms length in the judging process.

HOW IS THE SELECTION COMMITTEE CHOSEN?

The CCIB Events & Awards team selects committee members based on the following criteria: ensuring there is geographic representation with relevant business experience and expertise. CCIB staff and board members are not eligible to serve on the selection committee.

If you are interested in joining a future CCIB Selection Committee, please email awards@ccib.ca.

IS THE INFORMATION IN MY NOMINATION KEPT CONFIDENTIAL?

Yes. All nomination materials are treated as confidential and are used solely for the purposes of the awards evaluation process. Our judges are required to fill out a non-disclosure agreement.

Nomination materials may be retained for up to three years following the award cycle for record-keeping, audit, and program administration purposes. Following this retention period, nomination information will be securely removed from our systems in accordance with our records management practices.

POST-SUBMISSION

WHAT HAPPENS AFTER A NOMINATION IS SUBMITTED?

After the nomination deadline:

1. All submissions will be reviewed for eligibility.
2. An external selection committee will evaluate all eligible nominations.
3. Finalists may be contacted for additional information, if required.
4. The recipient will be notified.
5. Nominators will be advised of the outcome once the selection process is complete.



WHAT HAPPENS AFTER A RECIPIENT IS CHOSEN?

Once the jury has finalized their selections, the process proceeds as follows:

1. CCIB will contact the selected recipient to confirm acceptance of the award.
2. CCIB will coordinate with the recipient to schedule one to two days of on-site filming to produce a video highlighting their achievements.
3. This video will premiere at the Awards Dinner, during which the recipient will be formally presented with their award. Please note attendance is encouraged but not required to receive the award.

WHO CAN I CONTACT IF I HAVE QUESTIONS?

If you have questions about the nomination process or eligibility requirements, please contact the CCIB awards team at awards@ccib.ca





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