



Alberta Historical Resources Foundation Heritage Awards 2016 GUIDELINES



The Alberta Historical Resources Foundation's Heritage Awards are presented to recognize and celebrate the significant contributions of individuals, organizations, corporations, and municipalities to the protection, preservation and promotion of Alberta's heritage.

AWARD CATEGORIES

Heritage Conservation Award, for projects that demonstrate excellence in the conservation of a historic place or excellence in the conservation and interpretation of palaeontological and archaeological resources. Projects completed within the last three years are eligible for nomination.

Heritage Awareness Award, for research, publications or public engagement projects that have deepened our understanding of Alberta's heritage and promoted greater awareness of our province's remarkable past. Projects completed within the last three years are eligible for nomination.

Municipal Heritage Preservation Award, recognizes a municipal government for exemplary commitment to heritage conservation through the identification, protection and promotion of their historic places.

Outstanding Achievement Award, recognizes an individual's exemplary long-term leadership and contribution to the preservation and presentation of Alberta's history. Nominees should have a minimum of 10 years involvement with heritage in the province and have made personal contributions to the field well beyond the responsibilities of any heritage related employment.

GUIDELINES

Eligible Nominees

- Individuals, organizations, corporations, congregations, institutions, municipalities, First Nations and Métis Settlements and others deemed eligible by the Foundation's Board of Directors
- Self-nominations are accepted.

Ineligible Nominees

- Posthumous awards are not given.
- Nominees who are unaware of or who disapprove of the nomination
- Alberta Historical Resources Foundation board members and their immediate families
- Alberta Culture staff and its agencies

Nominees may be nominated in only one category.

Ineligible Nominators

- Alberta Historical Resources Foundation board members and their immediate families

Nomination Submissions

The nomination package must include the following:

- completed nomination form
- letter of nomination signed by the nominator
- description of why this project, municipality or individual is being nominated
- biography/profile of the individual(s), team, or organization involved
- press clippings, letters of support, or any other pertinent materials
- photographs illustrating project, where applicable

It is the responsibility of the nominator to provide sufficient and relevant materials to support the nomination. Incomplete submissions may be considered ineligible for consideration by the jury. Nomination submissions and supporting materials will be retained by the Foundation.

The personal information provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that Act. The information will be used for the purpose of administering the Heritage Awards program, which includes selecting and publicizing the achievements of the award recipients.

Selection and Presentation of Awards

Up to two awards may be presented in each category. The Foundation reserves the right not to present an award in any of the categories.

The Foundation will convene a jury to review and evaluate the nominations. The Foundation's Board of Directors will make the final selection. An awards ceremony will be held in October 2016.

Nominations for 2016 must be received by Alberta Historical Resources Foundation by July 15, 2016.

Submit nominations to: Heritage Awards
 Alberta Historical Resources Foundation
 8820 112 Street
 Edmonton AB T6G 2P8

For more information, contact the Program Coordinator at 780-431-2305 (toll-free by first dialing 310-0000).



Alberta Historical Resources Foundation
Heritage Awards 2016
NOMINATION FORM



Please read the Guidelines before completing this form. Submission deadline is July 15, 2016.

For office use only

File No: _____

NOMINEE

Check the award category and identify who/what you are nominating

☐ **Heritage Conservation Award**

Name of project (referring to the historic place/ palaeontological resource / archaeological resource nominated)

☐ **Heritage Awareness Award**

Title of project _____

☐ **Municipal Heritage Preservation Award**

Name of municipality nominated _____

☐ **Outstanding Achievement Award**

Name of individual nominated _____

Name Mr./Mrs./Ms. _____

Position/Title (if applicable) _____ Organization (if applicable) _____

Address _____

Street / P.O. Box No.

City / Town

Postal Code

Bus. Ph. () _____ Res. Ph. () _____ Fax: () _____

E-mail: _____

NOMINATOR

Check if nominating as an individual or organization

☐ Nominating as an individual

☐ Nominating as an organization

Name Mr./Mrs./Ms. _____

Position/Title (if nominating as an organization) _____

Organization (if nominating as an organization) _____

Address (of individual / organization) _____

Street / P.O. Box No.

City / Town

Postal Code

Bus. Ph. () _____ Res. Ph. () _____ Fax: () _____

E-mail: _____

SUPPORTING DOCUMENTS

Submit the following with this nomination form. Please provide sufficient and relevant materials to support your nomination .

- ☐ Nomination letter signed by the nominator
- ☐ Description of why this project, municipality or individual is being nominated
- ☐ Biography/profile of the individual(s), team or organization involved
- ☐ Press clippings, letters of support, or any other pertinent material
- ☐ Photographs illustrating project, where applicable

DECLARATION STATEMENT OF NOMINEE

I am the nominee or authorized representative of the nominee. I have read the complete nomination submission and to the best of my knowledge and belief, the information herein is true and correct. I agree that it may be provided by the nominator to the Alberta Historical Resources Foundation so that I / my organization may be considered for the Heritage Awards. Should I / my organization be selected for the Award, I consent to the use and disclosure of my personal information (including photographs and videos) as necessary, without compensation for awards-related publicity.

Signature of nominee

Printed Name

Date

The personal information provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that Act. The information will be used for the purpose of administering the Heritage Awards program, which includes selecting and publicizing the achievements of the award recipients.

Submit nomination form and attachments to

Heritage Awards
Alberta Historical Resources Foundation
8820 - 112 St. Edmonton AB T6G 2P8