



**EUROPEAN UNION PRIZE FOR CULTURAL HERITAGE /**

**EUROPA NOSTRA AWARDS 2018**

 **ENTRY FORM**

**Category Research**

This form should constitute part of a detailed entry dossier and should be submitted **in duplicate** by **1 October 2017** (last date of sending) to:

Europa Nostra

Elena Bianchi

Programmes Coordinator

Lange Voorhout 35

2514EC The Hague, The Netherlands

**Please do not modify the format of the Entry Form
COMPLETE in English, PRINT, SIGN and SEND**

# Title of the project (in original language and translation, maximum 60 characters)

Title in original language:

Title in English:

# Author(s)

# Website of the project

**Social media used by the project (Facebook, Twitter, Instagram or others)**

# Is the project available in the Europeana portal? (for digitisation projects only)

# Type (check one only as applicable)

☐ Study

☐ Results of research

☐ Scientific publication

☐ Preliminary research prior to restoration

☐ Master plan / Conservation plan

☐ Digitisation project of cultural heritage

# Start and completion date of the project (completion date should be between September 2014 and September 2017)

# Brief description of the project (maximum 150 words)

# Entrant (one person ONLY)

Name (title - first name - last name):

Function:

Organisation:

Address (street name and number - postal code - town - country):

Email:

Telephone (incl. country code):

Mobile phone (incl. country code):

Website:

**Note: All communication will be made electronically, please make sure to enter a valid and direct email address.**

# Author / Owner

Name (title - first name - last name):

Function:

Organisation:

Address (street name and number - postal code - town - country):

Email:

Telephone (incl. country code):

Mobile phone (incl. country code):

Website:

# Concise summary (1 page only)

**The summary should include aims of the project and its results, as well as the qualities which make it outstanding in a European context.**

# Detailed description (between 5000 and 10000 words)

**A – The detailed description should include the following aspects:**

1. **Objectives**
2. **Main frames of reference**
3. **Methods, argumentation and findings**
4. **Contribution of the study to the conservation and enhancement of cultural heritage**
5. **Impact on conservation policy and practice**
6. **Historical, cultural, environmental, education and/or social value**
7. **European added-value**
8. **Specification of the study's tangible effects in the field of cultural heritage**

# Detailed description (for digitisation projects ONLY – maximum 1500 words)

**B – Costs related to the development and/or implementation of the project in the last years. Contributions and involvement of each partner should be clearly indicated.**

**a. Costs (in Euro)**

**b. Financial and management arrangements**

**c. Funding / type of funding**

**d. Funding coming from the EU or EEA / Norway grants**

**e. Difficulties overcome in the process of completing the project**

**Detailed description** (maximum 250 words)

**C – European dimension of the project. Please include details of the project’s link to Europe and, if applicable, how it connects to a wider European network. Describe how it represents or helps construct European identity or European social cohesion.**

# Résumé of author / owner (maximum 1 page)

# Photographs / Illustrations with captions

**Please insert a maximum of 25 good quality photos showing clearly the overall situation and important details of the project / study. Snapshots will only be accepted in case of a digitisation project (see relevant photo section in "Applicant's Guide").**

**Photo files should not include symbols (e.g. ©) or special characters that are not used in the English language (e.g. ø, ç). Ideally, photo titles should include a number and /or a keyword and be accompanied by a document explaining each photo.**

# Bibliography

# Reviews (If applicable, any reviews of the study / project should be included)

# File storage device ( USB flash drive)

**Please submit your digital entry dossier in a USB flash drive; the digital folder should include:**

* The PDF file of the complete entry dossier (including photos)
* The complete original study (in the original language and English translation if available)
* One (1) folder containing **low resolution photos** in jpeg format

One (1) folder containing **high resolution photos** (size 2MB - 10MB) in jpeg or tiff format

# Declaration of entrant

I wish to submit the above-named entry to the 2018 European Union Prize for Cultural Heritage / Europa Nostra Awards.

I have enclosed the required documentation (see Applicant's Guide) and agree to the conditions set up by the Awards scheme.

I confirm that I have obtained permission from the owners of the copyright for Europa Nostra, to freely use the photographs and material submitted (and other subsequently requested) for all purposes of communication, publication and promotion of the Awards.

**Name, signature and stamp of ENTRANT:**

 **Date:**

# First submission / resubmission

□ I confirm that this is the first time that this project has been submitted for the European Union Prize for Cultural Heritage / Europa Nostra Awards

□ I confirm that this is a resubmission of this project for the European Union Prize for Cultural Heritage / Europa Nostra Awards. The registration number and title of the previous submission was: **HA-**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name and signature of ENTRANT:**

# Declaration of the author(s) / owner(s)

I,……………………………….……………….., author / owner of …………...……………………………….... give permission for the above-mentioned entry to be submitted to the 2018 European Union Prize for Cultural Heritage / Europa Nostra Awards.

**Signature of AUTHOR(S) / OWNER(S):**

**Date:**

# Copyright authorisation (please complete / modify the highlighted sections as appropriate)

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| --- | --- |
| **The Licensor – Photographer:** | **Name:****Address:**[state here the name of the photographer or person that has the rights to the photos] |
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And with reference to the work (hereinafter the "**Work**"):

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| --- |
| **Author(s):** [name of photographer]**Title or description:** [state here the specific project for which the photos were taken]**Photographs taken:**[state here the photos taken] |

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**Place:
Date:
Signature and name:**

**Note: Please copy and paste this section if more than one photographer is involved in the project.**

**How did the entrant find out about the European Union Prize for Cultural Heritage / Europa Nostra Awards?**

* Europa Nostra Website
* Europa Nostra Newsletter
* Europa Nostra social media (Twitter, Facebook, etc)
* Other Website (please specify)………………………………………………………
* Press (please specify)………………………………………………….....................
* Heritage organisation (please specify)………………………………………………
* Word of mouth
* Other (please specify)………...............................................................................

# Checklist

# (Please check that you have completed all sections of the form and that you have included all following items; this should help you prepare a complete dossier in compliance with the Conditions of Entry)

☐ **Two (2)** **separate,** **printed and bound copies** of the entry dossier, which each must include:

* Cover-page with the name and a photograph of the project
* The full, completed and signed entry form
* A printed copy of the original study
* Photographs with captions (maximum 25 photographs)
* Declarations of Entrant and Author / Owner, authorisation from Photographer(s)

☐ **Two (2) USB flash drives**, which each must include:

* The PDF file of the complete entry dossier (cover-page, entry form, photographs, authorisations)
* The PDF file of the original study (and English translation if available)
* One (1) folder containing **low resolution photos** in jpeg format
* One (1) folder containing **high resolution photos** (size 2MB - 10MB) in jpeg or tiff format

**The printed and digital copies should be submitted together.**

**Please make sure that you are eligible to apply for a**

**European Union Prize for Cultural Heritage / Europa Nostra Award.**

**Click** [**here**](http://www.europeanheritageawards.eu/apply/) **for the list of eligible countries.**

**Dossiers that fail to fulfil all requirements will be rejected and not presented to the jury.**