

**EUROPA NOSTRA AWARDS 2021**

**ENTRY FORM**

**Category Dedicated Service to Heritage**

This form should constitute part of a detailed entry dossier1 and should be sent by post by **1 October 2020** (last date of sending)

**COMPLETE in English, PRINT, SIGN and SEND it**

**along with a digital copy of the entry dossier in a USB flash drive to**:

Europa Nostra

Att. Elena Bianchi

Awards Coordinator

Lange Voorhout 35

2514EC The Hague, The Netherlands

**Please do not modify the format of the Entry Form**

**GENERAL INFORMATION**

**Nominee (individual or organisation):**

**Nominator:**

**Curriculum vitae of the nominated individual, or**

**Presentation of the nominated organisation (including structure, mission, activities and accomplishments)** (maximum 750 words).

**CONCISE SUMMARY**

**Describe the contribution of the nominee to the safeguard and enhancement of cultural heritage in Europe through their outstanding achievements, giving special focus to how this dedicated service to heritage exceeds normal expectations in the given context (1 page only).**

**DETAILED DESCRIPTION**

**1. Nominee’s contribution to the safeguard and enhancement of cultural heritage in Europe (maximum 1500 words)**

1. **History and description of the nominee’s dedication and civic engagement in favour of the safeguard and enhancement of cultural heritage in Europe, including conservation and awareness-raising projects**
2. **Time span of the nominee’s dedicated service to heritage**
3. **Results achieved**
4. **Evidence of the nominee’s dedicated service having far exceeded normal expectations in the given context**
5. **Official recognitions received (if any)**
6. **Difficulties encountered**

**2. European dimension (maximum 300 words)**

1. **Value and significance of the nominee’s dedicated service at European level**
2. **Qualities which make the nominee’s dedicated service outstanding in a European context**
3. **Nominee’s link to Europe and, if applicable, how he/she/they connect(s) to a wider European community/network**
4. **Nominee’s contribution to the fostering of European identity and/or Europe’s social cohesion**

**3. Heritage-led Innovation within dedicated service to heritage. Explain how the nominee’s service meets one or more of the following criteria (maximum 500 words)**

1. **It implements a new idea, knowledge or method in the heritage field**
2. **The new idea, knowledge or method is a result of interdisciplinarity collaboration**
3. **It generates an improvement for heritage, its users and stakeholders against the current or previous (political, economic, social, technological, legal, environmental) situation**
4. **It is feasible to implement in other locations**

**4. Heritage-led international relations within dedicated service.**

**Explain how the nominee’s achievements meets one or more of the following criteria (maximum 500 words)**

1. **It improves the perception and/or level of shared knowledge between countries and/or communities**
2. **It builds relations and cooperation between countries and/or communities (through the sharing expertise, capacity building, joining resources, community engagement activities etc.)**
3. **It generates an improvement for heritage, its users and stakeholders against the current or previous (political, economic, social, technological, legal, environmental) situation**
4. **It is feasible to implement in other locations**

**8. Why do you think that the nominee deserves to receive a Europa Nostra Award or an ILUCIDARE Special Prize? (maximum 250 words)**

**PHOTOGRAPHS AND VIDEOS**

* + 1. **Insert a maximum of 30 good quality photos1 with clear captions for each of the photos**

1. **5 recent, good quality photos of the nominee (person or group)**
2. **Up to 25 good quality photos of the related heritage work and achievements** 
   * 1. **In case there are online videos illustrating the nominee, please insert the links below**

**REFERENCE LETTERS**

**Include a minimum of three (3) and maximum seven (7) reference letters3 in support of the entry, stating the scope and impact of the nominee's dedicated service to heritage.**

**ADDITIONAL INFORMATION**

**Brief description4 of the dedicated service of the nominee (maximum 150 words):**

**Website of the nominee (if any):**

**Social media (Facebook, Twitter, Instagram or others) used by the nominee (if any):**

**How did you find out about the Europa Nostra Awards?**

* Europa Nostra website
* Creative Europe website
* Europa Nostra newsletter
* Europa Nostra’s social media (Twitter, Facebook, etc)
* Creative Europe social media
* Other website (please specify)………………………………
* Press (please specify)…………………………………………
* European Union Institution (please specify)
* Heritage organisation (please specify)………………………
* Word of mouth
* Other (please specify)…………………………………………

**CONTACT DETAILS5**

**Nominee (individual or organisation)**

Name (title - first name - last name):

Function:

Organisation:

Contact person (in case the Nominee is an organisation):

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

Email:

Telephone (incl. country code):

Mobile phone (incl. country code):

**Nominator**

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):

**AUTHORISATIONS and DECLARATIONS**

**Copyright authorisation** (HIGHLIGHTED SECTIONS MUST BE COMPLETED)

|  |  |  |
| --- | --- | --- |
|  | **The Licensor - Photographer:** | **Name:**  **Address:**  [state here the name of the photographer or person that has the rights to the photos] |
|  |  | |
| Upon request from **Europa Nostra**, having its seat at Lange Voorhout 35 NL - 2514 EC The Hague, acting for its own benefit and for the benefit of its partner in implementing the awards scheme (hereinafter referred together as "**the Licensees**"); | | |

And with reference to the work (hereinafter the "**Work**"):

|  |
| --- |
| **Author(s):**  [name of photographer]  **Title or description:**  [state the specific building / project for which the photos were taken. In case the Work is a building, this authorisation covers its image, both inside and outside, unless otherwise detailed]  **Photographs taken:**  [state here the photos taken] |

Hereby:

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* The Licensees commit themselves to acknowledge the Photographer, whenever possible, as follows:

**......................................................................**

**[state here above the mention requested by the Photographer, e.g. : © [Name], [Year ]]**

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* The Photographer warrants that it has the full right and title to license directly to the Licensees the rights stipulated herein.
* Rights and liabilities of the parties, insofar as they are not expressly covered by this authorisation, shall be established according to the law of the European Union and, where necessary by the substantive law of Belgium. Any dispute, whether as to the express terms of this authorisation or otherwise, shall be determined by the competent court of Belgium.

**Place:**

**Date:**

**Signature and name:**

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

**Declaration by the Nominator**

I wish to submit the above-named entry to the 2021 Awards Scheme.

I have enclosed the required documentation (see Entrant's Guide) and agree to the conditions and the privacy policy 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 others subsequently requested) for all purposes of communication, publication and promotion of the Awards.

I declare that

□ this is the first time that this nomination has been submitted for the Europa Nostra Awards

□ this is a resubmission for the Europa Nostra Awards. The registration number and title of the previous submission was: **HA-**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Place:**

**Date:**

**Signature and stamp6:**

**Declaration by the Nominee**

I, ………………………….., consent the nomination made by the above-mentioned nominator for the 2021 Awards Scheme.

**Place:**

**Date:**

**Signature and stamp7:**

**NOTES**

1 Check the entrant’s guide for detailed instructions

2 The same photos have to be saved in the USB flash drive. See relevant photo section in the Entrant's Guide

3 The reference letters (in English or French) should be provided by persons other than the nominator or someone who has worked directly on the submitted project. More info in the Entrant’s Guide

4 This description is for administrative use

5 All communication will be made electronically with both the nominee and the nominator. Please make sure to enter a valid and direct email address for both parties

6 Stamp (if applicable)

7 Stamp (if applicable)

**CHECKLIST**

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

☐ **1 printed and bound copy** of the entry dossier, which must include:

* Cover-page with the name and a photograph of the nominee
* The full, completed and signed entry form
* Photographs with captions (maximum 30 photographs)
* A minimum of three (3) and maximum of seven (7) reference letters (in English or French)
* Declaration by the nominator and by the nominee, authorisation from photographer(s)

☐ **1 digital copy** of the entry dossier **in a USB flash drive**, which must include:

* The PDF file of the complete entry dossier (cover-page, entry form, drawings, photographs, reference letters, authorisations)
* One folder containing the photos in low resolution in jpeg format
* One folder containing the same photos in high resolution (size 2MB - 10MB) in jpeg or tiff format
* One text document listing the photos submitted with captions of the photo and how the photo should be credited if we publish it online or elsewhere.

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

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

**Europa Nostra Award**

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

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