

**EUROPA NOSTRA AWARDS 2021**

**ENTRY FORM**

**Category Research**

This form should constitute part of a detailed entry dossier1 and should be sent by post **in duplicate** 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**

**Title of the project in the original language:**

**Title2 of the project in English:**

**Author(s) of the research project:**

**Type (select one type only, as applicable):**

☐ Applied research

☐ Digitisation project of cultural heritage

☐ Master plan / Conservation plan

☐ Pilot research

☐ Preliminary research to restoration

☐ Scientific publication

☐ Study

**CONCISE SUMMARY**

**Aims of the project and its results, partners involved, funding arrangements, approximate total cost, and the qualities which make it outstanding in a European context (1 page only)**

**DETAILED DESCRIPTION3**

**1. Description of the research project (maximum 3000 words)**

1. **Aims and objectives**
2. **Main frames of reference**
3. **The surrounding context, both locally and nationally and the state of the field at the time of conducting the research**
4. **Methods, argumentation and findings**
5. **Dissemination of the results**
6. **Pedagogical aspects of the project**
7. **Reproducibility of the approach**
8. **Difficulties overcome in the process of completing the project**

**2. Contribution and impact of the project to the conservation and enhancement of cultural heritage (maximum 250 words)**

1. **Impact on heritage policy and practice**
2. **Contribution to the preservation and/or enhancement of the historical, cultural, environmental, educational and/or social value of the cultural heritage**

**3**. **European dimension of the project (maximum 250 words)**

1. **Details of the project’s link to Europe**
2. **Connection of the project to a wider European network and/or European cooperation.**
3. **Contribution of the project to the fostering of European identity and/or Europe’s social cohesion**

**4. Costs related to the development and / or implementation of the project - Contributions and involvement of each partner should be clearly indicated (maximum 500 words)**

1. **Costs (in Euro)**
2. **Financial and management arrangements**
3. **Funding partners / type of funding**
4. **Funding coming from the EU funds and/from EEA / Norway grants**

**5. Heritage-led innovation within the project. Explain how the project 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 interdisciplinary 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**

**6. Heritage- led international relations within the project. Explain how the project 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 sharing expertise, capacity building, joining resources, community engagement activities etc.)**
3. **The project 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**

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

**SHORT CV OF AUTHOR(S) / PROJECT LEADER (maximum 1 page)**

**PHOTOGRAPHS AND VIDEOS**

1. **Insert a maximum of 30 good quality illustrations / photos4 (with captions for each of them) representing the project, showing both its context and important details**
2. **In case there are online videos illustrating the project, please insert the links below**

**REFERENCE LETTERS**

**Include three (3) reference letters5 in support of the entry.**

**ADDITIONAL INFORMATION**

**Brief description6 of the project (maximum 150 words):**

**Start and completion7 date of the project**:

# GPS Coordinates of the project8:

**Website of the project:**

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

**Is the project available on the Europeana portal?**

* Yes, please insert the link:
* No

**Bibliography (of the author’s articles)**

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

**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 DETAILS**

**Entrant (one person ONLY)**

Name (title - first name - last name):

Function:

Organisation:

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

Email**9**:

Telephone (incl. country code):

Mobile phone (incl. country code):

Website:

**Author(s) / Project leader(s)**

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:

**Other project partners (Name - title / first name / last name -, organisation and role in the project)**

**AUTHORISATIONS and DECLARATIONS**

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

|  |  |  |
| --- | --- | --- |
| **The Licensor:** | **Name:**  **Address:**  **Function:**  [state here the name of the person who has the rights to the research/project] | |
|  | |
| 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):**  [original author]  **Title or description:** |

Hereby:

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

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* The present authorisation is unlimited in time and space.
* The Licensor 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:**

**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 present authorisation is unlimited in time and space.
* 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 Entrant**

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 project 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 stamp10 :**

**Declaration by the Author(s)/Project Leader(s)**

I, ………………………….., author/project leader of………………..……………………….., consent to the submission of the above-mentioned project for the 2021 Awards Scheme.

.

**Place:**

**Date:**

**Signature and stamp11:**

**NOTES**

1 Check the Entrant’s Guide for detailed instructions

2 Maximum 60 characters / letters

3 Please complete all sections

4 The same photos have to be saved in the USB flash drive. Screenshots will only be accepted in case of a digitisation project. See relevant photo section in the Entrant's Guide

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

6 This description is for administrative use

7 Completion date should be between September 2017 and September 2020

8 Decimal Latitude and Decimal Longitude, separated by a comma. The degree symbol can be omitted, for example: 37.975258, 23.736633

9 Important: All communication will be made electronically ONLY with the entrant. Please make sure to enter a valid and direct email address

10 Stamp (if applicable)

11 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)

☐ **2 printed and bound copies** of the entry dossier, which must include:

* Cover-page with the name and a photograph of the project
* The full, completed and signed entry form
* Photographs/illustrations with captions (maximum 30 photographs)
* Three (3) reference letters (in English or French)
* Declaration by the Entrant, declaration by the Author/Project Leader, authorisation from licensor, 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, 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 PDF file of the original study (and English translation if available)

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

**IMPORTANT:** **Please make sure that your country is 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**