



## Alberta Historical Resources Foundation Heritage Awards 2018 GUIDELINES



The Alberta Historical Resources Foundation's Heritage Awards Program recognizes and celebrates the contributions of Albertans to the protection, preservation and promotion of Alberta's heritage.

**Nominations for 2018 must be received by July 15, 2018.**

### AWARD CATEGORIES

The **Heritage Conservation Award** recognizes projects that demonstrate excellence in:

- the conservation of Provincial or Municipal Historic Resources; or
- the identification, protection and management of historic places; or
- the protection and management of palaeontological and archaeological resources.

Projects must have been completed within the last three years.

The **Heritage Awareness Award** recognizes research, publications or public engagement projects that have deepened our understanding and promoted greater awareness of Alberta's heritage. Projects must have been completed within the last three years.

The **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.

The **Indigenous Heritage Award** recognizes projects that demonstrate excellence in identifying, protecting and promoting Alberta's rich Indigenous heritage through research, publication, and/or collaboration or public engagement with Indigenous individuals or communities. Nominations must demonstrate Indigenous community support.

The **Youth Heritage Award** recognizes the volunteer contributions of students to the preservation and presentation of Alberta's heritage. Award will be presented to a student or group of students who have made outstanding contributions to the heritage field at any point in the course of their studies between elementary and high school. Their contributions must extend beyond the responsibilities of any paid employment. Projects must have been completed in the last two years.

### ELIGIBILITY

#### Eligible Nominees

- individuals residing in Alberta
- Alberta-based organizations including: non-profit organizations, corporations, churches, schools, municipalities, First Nations and Métis Settlements and others deemed eligible by the Foundation's Board of Directors
- self-nominations

**Ineligible Nominees**

- posthumous awards
- nominees who are unaware of or who disapprove of the nomination
- Alberta Historical Resources Foundation board members and their immediate families
- Alberta Culture and Tourism staff and its agencies
- nominees nominated in more than one category

**Ineligible Nominators**

- Alberta Historical Resources Foundation board members and their immediate families

**SUBMITTING NOMINATIONS**

The nomination package must include the following:

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

Nominations to the Indigenous Heritage Award must demonstrate Indigenous community support.

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.

Submit nominations by mail, courier or in person at the Alberta Historical Resources Foundation's program office:

Alberta Historical Resources Foundation  
Heritage Awards Program  
Old St. Stephen's College Building  
8820 112 Street  
Edmonton AB T6G 2P8

**SELECTION AND PRESENTATION OF AWARDS**

The Heritage Awards Review Committee of the Alberta Historical Resources Foundation will review and evaluate the nominations.

The Foundation's Board of Directors will make the final decision. Up to two awards may be presented in each category. The Foundation reserves the right not to present any award in any of the categories.

Award recipients will be notified in September. Awards will be presented in mid-October.

**Contact Information**

For more information, contact the Program Coordinator at 780-431-2305 (toll-free by first dialing 310-0000) or [carina.naranjilla@gov.ab.ca](mailto:carina.naranjilla@gov.ab.ca).





# Alberta Historical Resources Foundation Heritage Awards 2018 NOMINATION FORM



Please read the Guidelines before completing this form. Submission deadline is July 15, 2018.

**For office use only**

File No: \_\_\_\_\_

## NOMINEE

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

<input type="checkbox"/> Heritage Conservation Award	Name of project
<input type="checkbox"/> Heritage Awareness Award	Name of project
<input type="checkbox"/> Outstanding Achievement Award	Name of individual
<input type="checkbox"/> Indigenous Heritage Award	Name of project
<input type="checkbox"/> Youth Heritage Award	Name of individual / individuals

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

Are you nominating as an individual or organization?     Nominating as an individual     Nominating as an organization  
 Place a check mark.

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.

- covering letter signed by the nominator
- Why are you nominating this project/individual/organization? Explain how the nominee(s) demonstrates excellence in the protection, preservation and promotion of Alberta's heritage.
- biography/profile of the individual(s), team or organization involved
- press clippings, letters of support, or any other pertinent material
- Indigenous Heritage Award: must demonstrate Indigenous community support.
- photographs illustrating project, where applicable

## DECLARATION STATEMENT OF NOMINEE

I am the nominee or authorized representative of the nominee(s). 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.

If the nominee(s) is under the age of 18 at the time of nomination, a parent or legal guardian must sign this form.

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Signature of nominee

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Printed Name

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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 supporting materials to**

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

