



## **PA Museums 2022 Special Achievement Awards CALL FOR NOMINATIONS**

Each year, PA Museums recognizes the special achievements of museums and historical organizations in Pennsylvania. This is your invitation to nominate a project or process that is exemplary, or an individual for lifetime achievement.

### **PA MUSEUMS SPECIAL ACHIEVEMENT AWARDS:**

- Serve as public recognition of staff and volunteers doing exemplary work;
- Encourage institutions to establish and maintain standards of excellence;
- Provide a vehicle to promote institutional achievement and individual professional success;
- Reinforce case statements attesting to the quality of your programs in grant applications, fundraising materials, or sponsorship proposals; and
- Publicly honor awardees with peers and invited guests at a special awards ceremony during PA Museums' statewide conference.

*Doesn't your organization deserve to be there when awards are presented in 2022?*

The deadline to submit nominations is October 22, 2021 at 11:59 pm. Nominations must be submitted through the online form at <https://form.jotform.com/212215744496054>. The link to the online form can also be found on the PA Museums website at <https://pamuseums.org/awards/>.

Nominations will be reviewed and awardees notified in December 2021. Formal recognition of awardees will be given on the PA Museums website, in the PA Museums e-newsletter Tapestry, and at an awards ceremony held during our annual springtime conference. The 2022 annual conference is tentatively scheduled to take place in Pittsburgh, PA in April.

### **ELIGIBILITY**

- A nominee for an award must be a member of PA Museums.
- Anyone may submit a nomination, including staff of the nominated organization.
- Nominations for joint projects may be submitted if all major partners are PA Museums' members.
- PA Museums' business affiliate members and individual members who are full- or part-time consultants are eligible for an award when the project has benefited a PA Museums' institutional member and has been submitted jointly with that member.
- Groups of volunteers are not eligible for individual achievement awards.

Primary consideration will be given to projects completed within 18 months before the October 22, 2021 deadline. The review panel may also consider nominations for exceptional programs or individual volunteer activities extending over a longer period of time.

To check the status of your membership, please contact Rusty Baker, Executive Director, PA Museums, at [rusty.baker@pamuseums.org](mailto:rusty.baker@pamuseums.org) or 1.717.909.4951.

## **AWARD CATEGORIES**

### **Institutional Awards**

Institutional Awards recognize outstanding and innovative projects that have provided an exemplary contribution to the museum, public history, or cultural tourism field in Pennsylvania. A nomination may be made for any project or best practice that serves to raise the bar of excellence in the field

Some examples of projects are:

- An exhibit and related interpretive programming that presents an event/topic, or tells a story in an innovative and compelling fashion.
- A successful cultural tourism program with marketing and media components that resulted in community development and collaboration.
- A publication or a school program that reaches and engages a previously underserved audience.
- A model earned-income program that has strengthened fiscal independence.
- A website providing greater public access to your programs and collections.

Some examples of a best practice may be:

- Exemplary implementation of Diversity, Equity, Inclusion, and Justice policies and practices.
- A creative outreach initiative to broaden audiences (both visitors and online).
- An exemplary or new housekeeping routine.
- A state-of-the-art volunteer or docent-training program.
- An innovative collections conservation or interpretive plan.

### **Individual Awards of Merit (may only be awarded to an individual once)**

Individual Awards of Merit recognize the lifetime achievements of career professionals and volunteers for leadership, scholarship, and lifetime contributions in the museum field. This award may only be given to an individual once in their lifetime.

### **Special Award Categories**

PA Museums may award Special Awards (President's Award, Director's Award, Legislative Award, Institutional Advancement Award) at the discretion of the Awards Committee.

### **Carol Wickkiser Memorial Award**

This \$500 award recognizes exceptional promise and potential for leadership in an emerging professional with 10 years or less experience in the field. It is to be used for continuing education to enhance his or her expertise promoting collegial connections, and inspiring excellence and continued dedication to service to cultural institutions, museums, or historical organizations.

## **EVALUATION CRITERIA**

### **Institutional Awards**

The PA Museums' Awards Committee evaluates nominations using the following three key scoring criteria.

#### **Quality of the Project, Process or Service (0-40 points)**

How was this project implemented? What was innovative about this project? Is the project an outstanding example? What are the new ideas and how did you find them?

#### **Audience, Access and Public Engagement (0-40 points)**

How did this project or practice benefit the public? What audiences were targeted, how did you engage them, and what parts of your community became involved with your institution as a result? How did the project increase access to the institution's exhibits, programs, or collections?

#### **Management (0-20 points)**

Was the project well planned and managed? Did completing the project relate to the mission? Were you able to implement the project at the highest level possible, given your staff and budget size? Is the nomination clear and complete?

Pennsylvania is privileged to have more than 1,100 cultural institutions, museums, and historical organizations of all sizes and disciplines. Projects are evaluated on their own merits and within the context of the organization's own institutional capacity.

### **Individual Awards**

PA Museums' Awards Committee evaluates nominations using the following three key scoring criteria.

#### **Quality of the Leadership, Professional Practice, or Contributions to the Museum Field (0-45 points)**

What makes this person's work stand out? What could others learn from his or her example?

#### **Impact of the Individual Effort (0-45 points)**

How has this person's leadership, professional work, or volunteer service helped audiences or the institution? How has his or her work increased the institution's capacity or advanced its place in a community?

#### **Completeness of the Nomination (0-10 points)**

Is the nomination clear and complete?

## **ONLINE NOMINATION FORM – INSTITUTIONAL AWARD**

(Nominations will only be accepted through the online form at <https://form.jotform.com/212215744496054>.)

### **Nominator's Information**

Name & Title:

Institution:

Address:

Phone:

Email:

Website:

### **Nominee's Information**

Name & Title (this person would accept an award):

Institution:

Address:

Phone:

Email:

Website:

Institution's Mission Statement:

Project Title:

**Budget:** Attach a full project budget that includes income and expenses, in-kind support, and staff time.

**Description:** In no more than 1,500 words, describe your nominated project with the understanding that the review committee may be unfamiliar with it and your organization. The description should include an overview of planning efforts and implementation activities related to the project, as well as its impact in terms of the community and institutional capacity. Consider the evaluation criteria when writing the project description.

**Support Documentation:** Although not required, nominators are highly encouraged to submit support documentation, such as press releases, media articles, visitor survey results, marketing materials, or photographs that would be helpful to the review committee.

The deadline for submitting nominations is October 22, 2021 by 11:59 PM. Email questions to Chrisoula Randas Perdziola, Program Specialist, at [chrisoula@pamuseums.org](mailto:chrisoula@pamuseums.org).

*Incomplete nominations will not accepted and reviewed by the Awards Committee.*

*Submitted applications become the property of PA Museums. PA Museums reserves the right to use application content in promoting award recipients and the awards program.*

## **ONLINE NOMINATION FORM – INDIVIDUAL AWARD**

(Nominations will only be accepted through the online form at <https://form.jotform.com/212215744496054>.)

### **Nominator's Information**

Name & Title:

Institution:

Address:

Phone:

Email:

Website:

### **Nominee's Information**

Name & Title (this person would accept an award):

Institution:

Address:

Phone:

Email:

Website:

**Letters of Critical Testimony:** Provide 2-3 letters of critical testimony from board members, colleagues, or volunteers that are familiar with the nominee's accomplishments relevant to the museum field. Letters should include 1) a brief statement of the letter writer's relationship to the nominee and 2) an explanation of the contributions or impact of the nominee to their institution(s) and/or the broader museum field that includes specific examples of the nominee's achievements.

**Description:** In no more than 1,500 words, describe the individual's background, contributions to projects, and the impact this person has made on the institution. Consider the evaluation criteria when preparing your narrative response.

**Support Documentation:** Although not required, nominators are highly encouraged to submit support documentation, such as press releases, media articles, work materials, or photographs that would be helpful to the review committee.

The deadline for submitting nominations is October 22, 2021 by 11:59 PM. Email questions to Chrisoula Randas Perdziola, Program Specialist, at [chrisoula@pamuseums.org](mailto:chrisoula@pamuseums.org).

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