



## 2020 OWEN SOUND ARTS AND CULTURAL AWARDS NOMINATION GUIDELINES & FORM

**NOMINATION DEADLINE:  
January 31<sup>th</sup>, 2020**

### **Introduction**

The Owen Sound Arts and Cultural Awards celebrate excellence in the arts, culture and heritage in the greater Owen Sound area. These awards underline the importance of culture to local residents, and recognize groups and individuals for their outstanding achievement and contributions to the area's cultural vitality. The awards are presented by the City of Owen Sound.

### **Eligibility**

**IMPORTANT! Please read this section before proceeding.**

Individuals and organizations eligible to be nominated for an award include:

- Residents/groups of the greater Owen Sound area who are deemed to have made a significant cultural contribution locally; *or*
- Residents of the area whose work has had a national/international impact.

**Ineligible:** Current, full-time employees and elected officials of the City of Owen Sound and its subsidiaries are *not* eligible for nomination.

Posthumous nominations will *not* be accepted; however, the public is welcome to submit names of recently deceased individuals to be honoured during the Cultural Awards ceremony.

Anyone may submit a nomination. **General nomination criteria include:**

- Artistic excellence or achievement in an artistic discipline or heritage;
- Sustained participation over a minimum of three years in the Owen Sound area (Emerging Artist and Most Promising New Event categories excepted);
- Impact on the community, including volunteer involvement;
- Completeness of nomination submission.

Except where noted, nominations may be for individuals or groups, including not-for-profit organizations, associations, businesses, schools and collectives. Group winners receive one award for the group. **Organizations and/or individuals may nominate themselves for an award.**



## **Owen Sound Arts & Cultural Awards**

### **Award Categories**

- **Emerging Artist:** Open to aspiring artists of any age in any discipline, whose work is of a professional standard. Individuals only. Includes \$500 cash prize.
- **Outstanding Group:** Recognizes incorporated organizations, institutions and/or collectives for outstanding achievement in any of the fields of Literary, Visual, Media, Multi, and Performing Arts. May be for an ongoing activity or a new venture which has greatly enhanced the community's artistic vibrancy.
- **Outstanding Individual:** Recognizes individual achievement in any area of creative expression including Literary Arts, Visual Arts, Media Arts, Multi Arts, Dance, Theatre, and Music.
- **Outstanding Event:** Recognizes public events (i.e. festivals, concerts, and other live performances) and one-time events by established groups, such as theatrical productions and art exhibits, for their outstanding accomplishment in the field of event presentation. Criteria include:
  - Overall contributions to the field of event production;
  - Professionalism, creativity, and quality of presentation;
  - Impact of the event including attendance, community benefits, quality of programming and potential legacy;
  - How well the event met its objectives (list objectives and results);
  - Nominations must outline the conception, development and execution of the event.City of Owen Sound events are excluded from eligibility for this award.
- **Most Promising New Event:** Same as Outstanding Event, but for events intended to be ongoing (i.e. annual) and have existed for no more than three years;
- **Cultural Catalyst:** Open to any individual or corporate entity deemed to have made a significant and lasting contribution to the arts or heritage. Nominees may include volunteers, donors, sponsors, educators, innovative producers, etc. With the exception of recovering expenses, any volunteer nominated for this award does not receive any payment or honorarium for their involvement.
- **Cultural Heritage:** Recognizes contributions to our tangible and intangible cultural heritage, including, but not limited to, restoration or adaptive re-use of historic structures; heritage displays, exhibits, installations, education, public services; the keeping and passing on of traditional songs, stories and dance; traditional craftsmanship; literary works featuring historic themes or promoting heritage; heritage festivals and events; etc.
- **Lifetime Achievement:** Recognizes individual contributions that have had a significant and lasting impact on local arts, cultural organizations, and the community as a whole. This award is appointed by the jury. Nominations are not accepted in this category, but suggestions may be emailed *by January 31, 2020* to [hgillis@owensound.ca](mailto:hgillis@owensound.ca).



## **About the Cultural Awards**

The Owen Sound Arts and Cultural Awards are a project of the Community Services Committee, a standing committee of Owen Sound City Council.

The Arts and Cultural Award winners are selected by a jury of peers. Jury members are appointed by the Community Services Committee and represent a cross-section of the community including peers and experts in the various disciplines corresponding to the award categories.

The City of Owen Sound hosts an annual celebration where nominees are recognized for their contributions and an original work of art is given to the winner in each category. Every approved nominee is invited to the awards ceremony and receives a Certificate of Recognition.

## **Nomination Criteria**

The Owen Sound Arts and Cultural Awards are a public forum in which the community recognizes its cultural strength and diversity. This informs the nomination process. The integrity of the Arts and Cultural Awards is maintained by the following criteria and nominees are assessed by the jury based on:

- Artistic excellence or achievement in an artistic discipline or heritage;
- Sustained participation over a minimum of three years in the Owen Sound area (Emerging Artist and Most Promising New Event categories excepted);
- Impact on the community, including volunteer involvement;
- Completeness of nomination submission.

The jury reserves the right not to present awards in every category. The jury also reserves the right to reallocate submissions into categories which they deem to be more appropriate. In some cases, City staff may also contact a nominator to recommend a different award category for a nomination.

Nominations can be for individuals, groups, associations or businesses. See [website](#) for a list of 2018 award recipients.

**Nominations from the previous two years may be carried forward.** If you submitted a nomination for the 2017 or 2018 awards and your nominee did not receive an award, you are welcome to request re-nomination for a 2020 award. Please see next page for contact information and please include any additional support material. The same deadline applies as for new nominations.

**NOMINATION DEADLINE: January 31<sup>th</sup> , 2020 at 4:00 p.m.**  
*Suggestions for Lifetime Achievement Award also due by December 20, 2019.*



### **Nomination Requirements for the Jury Review**

A nomination will be considered complete when the following have been submitted.

- Nomination form (completed and signed);
- Description of nominee's accomplishments, and of the reasons the nominee is eligible to receive the award;
- Support materials, as detailed on the nomination form and checklist;
- Self addressed return envelope for the return of material (if you would like your support materials to be returned).

**PLEASE NOTE: for your nomination to be eligible, it *must* include support material. Along with the written application, support material has a substantial impact on the assessment of your nominee. Do not assume that jury members will know any details regarding your nominee that you do not provide.**

Nominations for the Owen Sound Arts and Cultural Awards must be completed and submitted **by 4:00 pm on JANUARY 31, 2020** to the address below. **Note: There will be no exceptions or extensions to this date and time deadline.**

Submissions can be mailed or dropped off in person to:

Owen Sound Arts and Cultural Awards  
City of Owen Sound  
808 2<sup>nd</sup> Avenue East  
Owen Sound, Ontario N4K 2H4

Via Email to: [hgillis@owensound.ca](mailto:hgillis@owensound.ca)

Via Website at: <https://www.owensound.ca/en/exploring/cultural-awards.aspx>

All nominees will be contacted by a representative of the City to confirm their acceptance of the nomination. Each nominee will receive a Certificate of Recognition.

**2020 Arts and Cultural Awards Ceremony & Celebration:  
Sunday, March 1 • 2:00 PM • Harry Lumley Bayshore Community Centre**



### **Checklist for Completeness**

ATTENTION NOMINATORS: Before submitting this nomination form, please use the checklist below to ensure everything necessary has been included. Incomplete nominations may not be accepted.

- Nominee's name, address, and contact information (page 2):
- One award category checked (page 2):
- Your name, contact information and signature (page 2):
- Nominee's website address, if applicable (page 3):
- Brief biography of nominee (page 3):
- Description of nominee's contribution (page 3):
- Supporting materials described and included (page 4):

For further information, please contact:

Heather Gillis, Events Assistant  
City of Owen Sound  
Phone: (519) 376-4440 ext. 1237  
Email: [hgillis@owensound.ca](mailto:hgillis@owensound.ca)  
Website: <https://www.owensound.ca/culturalawards>

*Please Note: This nomination form is also available in a writeable PDF format on the website linked above.*



**Owen Sound Arts and Cultural Awards  
Nomination Form**

**Person/Organization Being Nominated**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Email address will be used solely for future correspondence regarding the Cultural Awards.

Telephone Number: \_\_\_\_\_  
Day Evening

Please check the Award Category for this nomination (see Criteria for descriptions):  
*Check one box only per nomination.*

Emerging Artist\*  Most Promising New Event

Outstanding Group  Cultural Catalyst

Outstanding Individual\*  Cultural Heritage

Outstanding Event

\*Individuals only

Supporting materials (see page 4) must be included with this form. If not included, the nomination may be rejected.

**Person/Organization Making Nomination**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Email address will be used solely for future correspondence regarding the Cultural Awards.

Telephone Number: \_\_\_\_\_  
Day Evening

Would you prefer to remain anonymous?  Yes  No

Nominator's Signature: \_\_\_\_\_

**Person/Organization Being Nominated**

Name: \_\_\_\_\_

Website address: \_\_\_\_\_

Brief biography/history of nominee (Maximum 50 words). May be used as basis of award presentation if nominee is selected as award recipient.

Please provide a description of the nominee's contribution to culture in the Owen Sound area. Explain why you believe the nominee would be a worthy recipient of a Cultural Award. Additional pages may be used if required.

NOTE: for the **Emerging Artist** Award only, this section may be used to describe the nominee's expected *future* contribution to culture in the Owen Sound area.

Nominations in the **Outstanding Event** and **Most Promising New Event** categories must include a list of objectives and results for the event, i.e. attendance, participation etc. Please provide both *projected* and *actual* numbers of participants or attendees to indicate success of program.

**Outstanding Group** or other **group** nominations must include a description of the group's history, community visibility and impact, economic impact, and significant achievements. Make your nomination as complete as possible - assume the jury has no prior knowledge about the nominee.

## **Supporting Materials**

Supporting materials must be included with this form. If not included, the nomination may not be accepted. See the space below for examples of the supporting materials provided with the nomination. Website links and/or descriptions of materials may be added in the spaces provided.

Please include the appropriate supporting materials for your nomination category. For example, an Emerging Artist nomination must include a statement from the nominee regarding future plans and samples of the nominee's work.

<p><b>ALL CATEGORIES:</b></p> <ul style="list-style-type: none"> <li>• Website address (if available)</li> <li>• Newspaper/periodical clippings</li> <li>• Promotional brochures, posters etc.</li> </ul>	
<p><b>ALL GROUPS/ORGANIZATIONS:</b></p> <ul style="list-style-type: none"> <li>• Brief history of organization, noting any significant achievements or milestones</li> </ul>	
<p><b>LITERARY ARTS:</b></p> <ul style="list-style-type: none"> <li>• Sample(s) of work, published or unpublished</li> <li>• Video or audio recording of author reading or spoken word performance</li> </ul>	
<p><b>VISUAL ARTS:</b></p> <ul style="list-style-type: none"> <li>• Portfolio and/or samples of recent work</li> </ul>	
<p><b>MEDIA ARTS:</b></p> <ul style="list-style-type: none"> <li>• Video of recent work or broadcast</li> </ul>	
<p><b>THEATRE/DANCE/EVENT/FESTIVAL:</b></p> <ul style="list-style-type: none"> <li>• Video of recent performance, event, or festival</li> <li>• Attendance projections and results for event (<u>required</u> for festivals and events)</li> </ul>	
<p><b>MUSIC:</b></p> <ul style="list-style-type: none"> <li>• Audio recording of recent work or performance</li> </ul>	
<p><b>EMERGING ARTIST:</b></p> <ul style="list-style-type: none"> <li>• Samples of recent work</li> <li>• Statement from nominee describing planned future activity (<u>required</u> to qualify)</li> </ul>	
<p><b>CULTURAL CATALYST:</b></p> <ul style="list-style-type: none"> <li>• Statements from groups and/or individuals who have benefited from the nominee's patronage or service</li> </ul>	
<p><b>CULTURAL HERITAGE:</b></p> <ul style="list-style-type: none"> <li>• Photographs and/or plans of project, exhibit, etc.</li> <li>• Video of recent performance</li> </ul>	

Please include a self-addressed return envelope for any materials you wish to have returned to you.