**2024 Nomination form: Engagement Programs**

**Nominations close: 5pm, Monday 2 September 2024**

Engagement Programs are eligible where the majority of the activity occurred between

1 July 2023– 30 June 2024

Programs can include (but are not limited to) the following:

• Strong community engaged programs

• Innovative and significant one off or continuing engagement programs

• Programs linked to school activities and the curriculum

• Innovative online and/or social media projects

Refer to the [M&G NSW website](https://mgnsw.org.au/sector/programs/imagine/winners/) for examples of past programs which have been successful in this category. For further information regarding eligibility or the nomination process, please consult the [FAQ](https://mgnsw.org.au/sector/programs/imagine/imagine-awards-faq/) page.

If you require assistance to complete and/or submit a nomination please contact us via phone (02) 9270 3100 or email [dalem@mgnsw.org.au](mailto:dalem@mgnsw.org.au)

**Please tick the box for the award to which you are applying**

Engagement Programs for

(G) Small & volunteer organisations (4 or less paid staff fte\*)

(H) Medium organisations (5 – 10 fte paid staff)

(I) Large organisations (11 or more fte paid staff)

\*fte refers to ‘full time equivalent’ or 40 hours per week, part time staff should be calculated pro rata. Eg. A staff member who works 20 hours per week would be 0.5 fte.

**Please tick the box below if you also wish for this project to be considered for the Access and Inclusion Award**

Accessibility Award

(J) Accessible Arts Award for Access and Inclusion (additional criteria and question apply)

**Selection criteria**

1. Quality and relevance of the engagement program

2. Impact of the program

3. Engagement with community (audience, participants and other stakeholders)

**Selection criteria (Access and Inclusion Award Only)**

4. Accessibility and benefit to people with disability

**Nomination details**

Name of museum, gallery, or Aboriginal cultural centre being nominated for the award: Click or tap here to enter text.

Title of project: Click or tap here to enter text.

Dates of project: Click or tap here to enter text.

Nominator details (person completing this form): Click or tap here to enter text.

Nominating Organisation: Click or tap here to enter text.

Contact person:Click or tap here to enter text. Position:Click or tap here to enter text.

Phone: Click or tap here to enter text. Email: Click or tap here to enter text.

Traditional place name (if known): Click or tap here to enter text.

Street address: Click or tap here to enter text. Suburb: Click or tap here to enter text.

State: Click or tap here to enter text. Postcode:Click or tap here to enter text.

Postal address (if different to above): Click or tap here to enter text.

**Project details**

Provide a short description of the organisation (max. 100 words)  
You may wish to include the organisation’s mission statement/vision

Click or tap here to enter text.

Provide an outline of the project (max. 50 words)  
This description will be used in promotional material and awards booklet. Please refer to the M&G NSW website to read the project descriptions of previous award winners. Please note copy may be edited.

Click or tap here to enter text.

Describe the project, including why it should win an award (max. 300 words, criteria 1 and 2). This description should give a clear overview of the program and outline the aims and achievements of the project.

Click or tap here to enter text.

How was your audience and community engaged and how successful was their involvement? (max. 200 words, criteria 2 and 3). Include evidence where possible. Include details of community and stakeholder collaboration where relevant.

Click or tap here to enter text.

ACCESS AND INCLUSION AWARD ONLY (OPTIONAL)

How has the exhibition considered accessibility and inclusion of people with disability? (max 200 words, criteria 4)

Click or tap here to enter text.

**Support material**

The following support material must be submitted with your nomination:

* Up to THREE pages (maximum) of documentation which supports the nomination. This can include images, suggested file formats are word doc, pdf or powerpoint. We recommend including at least one install shot of the exhibition.

|  |  |
| --- | --- |
|  | Support Material details (i.e. image details, name of document) |
| 1 | Click or tap here to enter text. |
| 2 | Click or tap here to enter text. |
| 3 | Click or tap here to enter text. |

AND

* TWO high quality images of the nominated program (300 dpi jpegs max. 2MB each). These images and supplied credits will be used in online and printed promotional material and at the awards presentation.

|  |  |  |
| --- | --- | --- |
| Image No. | Image file name | Image credit for promotional use |
| 1 | Click or tap here to enter text. | Click or tap here to enter text. |
| 2 | Click or tap here to enter text. | Click or tap here to enter text. |

**How to submit your nomination**

All nomination forms and support material must be submitted online by the closing date via the M&G NSW IMAGinE awards webpage: <https://mgnsw.org.au/sector/support/imagine/>

If you have any questions or require assistance to submit your application for any reason, please don’t hesitate to contact us

**Dale Maxwell-Smith, Training & Engagement Manager**

Email: dalem@mgnsw.org.au

Phone number: (02) 5663 2337 (Wednesday to Friday)

**Museums & Galleries of NSW**

Phone: (02) 9270 3100 (Monday - Tuesday for urgent enquiries)

To prepare your entry for submission save this document with your organisation’s name and category you are entering.

For example: OurMuseumGallery\_Exhibition.doc

Please refer to the [2024 Guidelines](https://mgnsw.org.au/wp-content/uploads/2024/07/2024-IMAGinE-Awards-Guidelines.pdf) for more details.

**Nomination checklist**

Completed nomination form

Provided required support material

Provided promotional images and captions

**Declaration by nominator**

I give my assurance that, to the best of my knowledge, the information supplied in this nomination is true and correct at this date. I agree to abide by the IMAGinE awards’ [Terms and Conditions of Entry.](https://mgnsw.org.au/wp-content/uploads/2024/07/2024-IMAGinE-Awards-Guidelines.pdf)

Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

**IMAGinE Awards night**

The awards will be presented at Paddington Town Hall on Thursday 21 November 2024.

You can book your ticket here: <https://events.humanitix.com/imagine-awards-2024>