2017 Mariano Gago Ecsite Awards – Submission guidelines

After two successful editions in 2015 and 2016, the Mariano Gago Ecsite Awards are back!

Ecsite will be recognising outstanding projects in two categories.

The **Smart and Simple Award** celebrates simple, innovative and creative solutions in science engagement. It recognises the power of smart ideas that prompt a "I wish I had thought of that one!" reaction from other professionals – this is why **nominations for this category are put forward by peers**.

The **Sustainable Success Award** celebrates long-lasting impact: projects that embody the values of science engagement, that are visionary and socially relevant. For this category, **organisations put their own applications in**.

Prize

A representative of each winning member organisation will be receiving a trophy and diploma at the ceremony taking place during the Opening event of the Ecsite Annual Conference (Porto, Portugal) on 15 June 2017. Their project will be featured at the Ecsite booth in the conference's Business Bistro.

One senior manager from each winning organisation will be invited to the 2017 Ecsite Directors Forum (4-6 October 2017, Paris, France) where they will share their experience in a workshop they will run for their peers. Ecsite will be covering registration, travel and accommodation costs.

Moreover, the winners will see their projects showcased on the Ecsite website for 6 months and will be interviewed in Ecsite's online magazine, Spokes, in the 12 months following the Awards ceremony. The winning organisations will be able to use the provided version of the Mariano Gago Ecsite Awards logo.

Eligibility

All Ecsite members in order of payment of their 2017 membership fee can submit an application ("Sustainable success" category) or be nominated by peers ("Smart and simple" category). Professionals putting forward projects in the "peer nomination" step of the "Smart and simple" category do not need to belong to an Ecsite member organisation.

Submissions are limited to one per organisation, all prizes included. Up to three Ecsite members can team up to submit a common application if they worked on a project together.

At least part of the featured project or initiative must have taken place in 2016 or in the first 2017 trimester.

Winning projects of previous years cannot be submitted again.

Selection process

Applications will be screened for eligibility upon submission. All the entries that meet the eligibility criteria will then be evaluated by an independent jury of professionals, recognised for their expertise across various practice areas relevant to the Awards. The jury is chaired by Sharon Ament, Director of the Museum of London, United Kingdom.

Smart and simple – Evaluation criteria

- **Innovative**
- **Good use of resources**
- **Replicable**
- **Fruitful**

See p.4 of the present document what questions you need to answer in order to demonstrate these qualities.

Sustainable Success – Evaluation criteria

- **Bold**
- **Socially relevant**
- **Sustainable**
- **Shareable**

See p.5 of the present document what questions you need to answer in order to demonstrate these qualities.

The winners will be notified by email by 22 May 2017. The winning organisations will then work closely with the Ecsite team to prepare communications elements for the ceremony and the public announcements, as well as the winning project's presentation at the Ecsite booth.

The decisions of the jury are final and binding. Entry in the competition implies acceptance of the jury's decisions and of these regulations. The winner accepts to disseminate its award-winning project or programme at the Ecsite Directors' Forum and for the action or programme to be communicated on all Ecsite communications channels.

The organisers reserve the right to modify these regulations; any changes will be communicated to participants in due course.

Application process

Smart and simple category
Two step process:

1. **Peer nominations**: anyone can nominate projects and ideas, as long as they have been delivered by an Ecsite member. Use this online form. Submission deadline: **23:59 CET on Sunday 2 April 2017.**

2. **Confirmation & extra information submission by nominees**: Ecsite relays nominations to the relevant organisations, and asks them to confirm that they want to stand for the award and to provide extra information in order to gather comparable applications. All information due by **23:59 CET on Sunday 23 April 2017** – see p.5 of the present document.

<u>Sustainable success category</u>
Submit a pdf document in English containing the different elements listed p.5.

Send your document to <u>communications@ecsite.eu</u> by **23:59 CET on Sunday 23 April 2017**, with header "Ecsite awards – Submission", clearly stating which award you are applying for.

For files larger than 5 MB, use a transfer platform (e.g. wetransfer) and notify us by email.

SMART AND SIMPLE – SUBMISSION CONTENTS

STEP 1: online peer nomination via this form, by 23:59 CET on Sunday 2 April 2017.

STEP 2: confirmation and submission of extra information, by 23:59 CET on Sunday 23 April 2017.

If you confirm that you'd like the project you've been nominated for to be considered for the award, please compile a pdf document with the following elements. The document should **bear the signature of your organisation's Director or President**.

1. Contact details

Contact person for application
Name and job title of contact person for application (only one contact person even for joint applications):
Direct phone number:
Email address:

Information about your organisation
Name of organisation:
Postal address of organisation:
Type of Ecsite membership:
Number visitors / reach per year:

2. Application questions

Please answer in the same order. 1,500 words maximum in total.

1. **What is this project about?** Briefly describe what it consisted in.
2. **How is this project innovative**? Demonstrate that your initiative is a new solution in its context.
3. How was it **a good use of resources?** Demonstrate how you made the most of limited budgets, resources and/or people
4. **How fruitful** was this project? Outline the benefits you got from your project.
5. **How replicable is your initiative?** Outline how your idea could be of use to the wider science engagement community, how it could be replicated or adapted to other contexts.
6. **Why do you think you should win** this award? How will the award be helpful to your organisation?

3. Supporting documents

- Optional: up to 10 pictures illustrating your project
- Optional: a link to a website or video hosted on an external open access platform (in English, max. 5 minutes of footage)

SUSTAINABLE SUCCESS AWARD – SUBMISSION CONTENTS

*Please compile a pdf document with the following elements. The document should **bear the signature of your organisation's Director or President**.*

1.   Contact details

Contact person for application
Name and job title of contact person for application (only one contact person even for joint applications):
Direct phone number:
Email address:

Information about your organisation
Name of organisation:
Postal address of organisation:
Type of Ecsite membership:
Number visitors / reach per year:

2.   Application questions

Please answer in the same order. 2,000 words maximum in total.

7.   **What is this project about?** Briefly describe what it consisted in.
8.   **How is this project bold**? Outline how the initiative serves visionary goals, outline the risks you might have taken in pursuing it.
9.   **How is this project socially relevant**? Demonstrate impact in your community or society at large.
10. **How is this project socially sustainable**? Show legacy over time, a mid to long term perspective (not a one-shot initiative).
11. **How is this project shareable**? Outline lessons learnt and how they can benefit the science engagement community
12. How does your initiative **celebrate Ecsite's values** of cooperation, diversity, inclusiveness and active citizenship?
13. Tell us why you believe that this project is **extraordinary**.
14. **Why do you think you should win** the Ecsite Sustainable Success Award? How will the award be helpful to your organisation?

3.   Supporting documents

- Optional: up to 10 pictures illustrating your project
- Optional: a link to a website or video hosted on an external open access platform (in English, max. 5 minutes of footage)