**GENERAL – ALL CATEGORIES (except research)**

**SECTION ONE**

**Project Title**

**Category and Entry Level**

*Please select your category to ensure you see the correct questions in the following pages. Then select your Entry Level based on the project budget.*

**Project Budget**

*Including your budget is optional, however your budget can help judges more fairly compare projects within the broad budget range that determines the category level.*

*(insert table for budget items)*

**Partners**

*You can list all institutions, organisations or communities directly involved in the development of this project, if applicable. In the event of an award being given, co-created projects can have multiple organisations/communities acknowledged on the certificate and web listings.*

**SECTION TWO**

**Project description**

Describe your project, its aims and rationale (max 250 words)

**How does your project achieve its aims (stated in Q1)?**

*What is particularly interesting about how you went about the following aspects in the development and delivery of your project?*

**2a: Resources:** Demonstrates an effective and sustainable use of available organisational resources. (250 words)

**2b: Practices:** Exceeds the current standards of museum practice set out in *the National Standards for Australian Museums and Galleries*, and also principles outlined in the UN Sustainable Development Goals, *First Peoples: A Roadmap for enhancing Indigenous engagement in museums and galleries*, or Indigenous Cultural and Intellectual Property (ICIP) principles. (250 words)

**2c: Inclusion:** Reflects upon and represents accessibility and diversity in all stages of development and delivery. (250 words)

**2d: Collaboration and Consultation:** Did you collaborate with partner institutions, community groups etc in the development or delivery of your project? Who, how and why? (max 250 words)

**Innovation & Impact**

Innovation and creativity help to engage audiences, even in the more ‘traditional’ museum and gallery programs (i.e. fine art exhibitions). What innovative or original ideas and elements did you consider in the development and delivery of your project? Is it effective, engaging, interesting, creative and innovative in a meaningful way? (max 350 words)

**Outcomes**

Provide data and analysis evaluating the outcomes and impact of your project, using reports on audience engagement, evaluation etc. (max 350 words)

**Section Three includes the category-specific questions.**

**Permanent Exhibition or Gallery Fitout / Temporary or Travelling Exhibition**

**SECTION THREE**

**Interpretation**

What interpretive techniques were used to enhance the narrative of your exhibition? What perspectives were considered and/or integrated into the design and programming, i.e. Indigenous, queer, ethnic?

(max 350 words)

**Engagement**

What techniques and public programs were used to encourage audience participation, interaction and learning in an innovative and/or sustainable way?

Consider: Social Media, Technology, Events, Museum Theatre, etc.

(max 350 words)

**Community**

How does the project contribute to local or national cultural tourism and/or community development? Were any outreach programs developed as part of the exhibition? Was the project co-created with any particular community groups and how were they involved and acknowledged? (max 350 words)

**Exhibition Walkthough**

In a presentation format (PDF, PowerPoint, Flash, YouTube) provide a visual walkthrough of the exhibition. Include a short explanation with each image. These images should give a sense of the exhibition as a whole, including public interaction.

**Interpretation, Learning and Audience Engagement**

**SECTION THREE**

**Interpretation**

What interpretive techniques were used to enhance your program? What perspectives were considered and/or integrated into the design and programming, i.e. Indigenous, queer, ethnic?

(max 350 words)

**Delivery**

What techniques were used to successfully deliver your project in an innovative and/or sustainable way? Consider:

Technology

Social Media

Events

Museum Theatre, etc.

(max 350 words)

**Learning**

Lifelong learning and well-being are important drivers of museum public programs and community outreach. How does your project reflect elements of the national curriculum and/or other learning standards, enhance critical and creative thinking, or contribute to well-being? (max 350 words)

**Community**

How does the project contribute to community development? Was the project co-created with any particular community groups and how were they involved and acknowledged? (max 350 words)

**Indigenous Project or Keeping Place**

**SECTION THREE**

*The expectations for any project entered in this category include:*

* *Indigenous-led development and delivery*
* *Implementation of Indigenous Cultural and Intellectual Property (ICIP) frameworks to ensure Indigenous rights are recognised and protected*
* *Encourages Indigenous visitors, and/or is delivered in Indigenous communities*

The questions below are aligned with the 5 Key Elements for Change adopted in *First Peoples: A Roadmap for Enhancing Indigenous Engagement in Museums and Galleries*. Refer to the Roadmap for more information on each of these pillars.

**Reimagining Representation**

*The goal of reimagining representation is to change the way Indigenous peoples are represented in museums and galleries. To do this, museums and galleries need to reflect on past injustices. This means acknowledging the role museums and galleries played in colonisation and dominant historical narratives.*

How does your project represent or amplify Indigenous voices and histories?

Consider: past injustices and dark histories, truth-telling, Indigenous knowledge, etc

**Embedding Indigenous Values**

*This element aims to move museum and gallery values away from their Eurocentric foundations. Indigenous values need to be encouraged in museums and galleries in order to make Indigenous peoples feel welcome and safe.*

How did you present Indigenous perspectives and values in the delivery of your project? How were Indigenous staff and visitors made to feel safe and welcome while engaging with the project?

**Increasing Indigenous Opportunity**

*Indigenous opportunity looks at improving employment for Indigenous staff. Indigenous knowledge is a skill which needs to be compensated accordingly. Positions and workplace environments need to value Indigenous knowledge.*

What opportunities did your project create for Indigenous people?

Consider: staff, volunteers, contractors, artists, community engagement, suppliers and procurement, etc

**Two-way Caretaking of Cultural Material**

*This element aims to transition the care of Indigenous cultural material into the hands of Indigenous Australians. Indigenous cultural material is owned by Indigenous Australians and giving them a voice in decisions is important to rebuilding trust.*

How does your project address and/or enhance opportunities for access to cultural material by Indigenous people?

Consider: inventory, digitisation, training, knowledge sharing, etc

**Connecting with Indigenous Communities**

*This element focuses on repatriation and support. Providing Indigenous communities with the tools to properly repatriate their material is essential. This could come in the form of outreach programs or collaborations.*

How did your team build upon or establish relationships with Indigenous communities to co-create your project? How were issues of control of cultural material and ICIP addressed? Has your outreach and collaboration strengthened relationships between your organisation and an Indigenous community, and what future knowledge sharing might be possible?

**Research**

**SECTION ONE**

**Project Title**

**Category and Entry Level**

Please select your category to ensure you see the correct questions in the following pages. Then select your Entry Level based on the project budget.

**Research Subcategory** (visible when Research category is selected)

**Project Budget**

*Including your budget is optional, however your budget can help judges more fairly compare projects within the broad budget range that determines the category level.*

*(insert table for budget items)*

**Partners**

*You can list all institutions, organisations or communities directly involved in the development of this project, if applicable. In the event of an award being given, co-created projects can have multiple organisations/communities acknowledged on the certificate and web listings.*

**SECTION TWO**

**Project description**

Describe your project, its aims and rationale (max 350 words)

**Methodology**

Describe how you undertook this project. Consider:

Collaboration

Ethics

Research method – the specific procedures and techniques used to identify, select, process and analyse your information

(max 350 words)

**Contribution to the sector**

How does this project enhance arts, heritage, science and culture in Australia? Consider:

What is the significance of the project in the advancement of knowledge and potential of arts, heritage, science and culture?

What are the broader societal or community applications of the research programs? (max 350 words)

**Outcomes and outputs**

Key conclusions and recommendations

Physical outputs such as publications, websites, articles, exhibition etc

Evaluation / feedback / peer review

Consider feedback on impact/significance and any applications or outputs

(max 350 words)

**Future**

What potential does your project have to stimulate further research and/or future programs/exhibitions in museums/galleries (max 250 words)