

### What projects are eligible?

- Projects that are available to the general public.
- Subject matter must significantly relate to Toronto's shared past and peoples' lived experiences.
- Projects may exist in either a physical and/or digital format. Past nominations have ranged from documentary films to digital exhibitions, to public art, to walking tours.
- Projects must have been released, opened, or first made publicly available **between January 1 2023 and December 31, 2023**.

### How will nominations be evaluated?

The independent jury considers the following criteria:

- **Relationship to Toronto:** Does the project's themes and content relate significantly to Toronto's archaeological, built, cultural, or natural heritage?
- **Scholarship:** Does the project contribute to the field of historical knowledge, draw on a diversity of sources, and provide appropriate acknowledgement of sources?
- **Public Education:** Does the project engage the public and provide a framework for understanding history and/or issues around heritage in Toronto?
- **Production Value:** Does the project demonstrate high production value and creativity in a way that effectively contributes to achieving excellence in engaging the general public about themes relating to Toronto's shared past and people's live experience?

### What do I need to submit?

Nomination packages must be submitted via the online nomination form. Please note that submission of an online form does not guarantee that the project will be accepted as a nominee for the 2024 Awards. Nominees will be notified in early August 2024 that they have been accepted as nominees for this year's program. Nomination forms must include the following materials:

- **Summary of the Project:** Describe the project and why it is deserving of recognition according to the eligibility standards listed above. Please specify how the project engages the general public and how it touches on the themes of Toronto's shared past and people's lived experiences (maximum 500 words).
- **Project Team:** Please list all relevant individuals associated with the creation of the project, including their project roles (e.g., Producer, Writer, Researcher, etc.). Please identify and

provide contact details for one member of the team who will represent the project during the Heritage Toronto Awards event to accept the award, should the project win.

- **Supplementary Questions:** Answer the following questions related to the public engagement and themes of the project (maximum 250 words per question):
  - How has the project engaged the general public through the topic of Toronto's shared past and people's lived experiences ?
  - How has the project engaged with the public, specifically youth and/or diverse communities, either in the creation/production of the project or in terms of the intended audience and outreach of the project?
- **Social Media:** Please provide any relevant social media accounts connected to the project. These may be tagged by Heritage Toronto in promotion of the 2024 Awards.
- **Images:** Attach or provide via hyperlink a minimum of one, but no more than five (5), high resolution (300 dpi) image(s) or video(s) related to the project and/or its promotion. If submitting multiple images, please identify 1-2 images for public dissemination and promotion by Heritage Toronto, with all rights cleared for such purposes. Images **must include** credit line information for all media submitted (e.g., name of photographer, graphic designers, etc.).
- **Project Copies:** Provide a link to the project website. If no website is available, please contact [laura.carlson@toronto.ca](mailto:laura.carlson@toronto.ca) to coordinate submission of project materials. If the project is only available in hard copy, six (6) copies are required for adjudication. If the project will require an in-person site visit by the jury, please state this clearly in the summary of the project.
- **Supporting Materials (optional):** Provide any additional materials that you believe will help the jury assess the project, such as reviews, promotional material, impact statements, or letters of support related to the project (total supporting documents should not exceed 4 pages).

## Questions?

Please contact Laura Carlson at [Laura.Carlson@toronto.ca](mailto:Laura.Carlson@toronto.ca)

**DEADLINE:**  
**Sunday, July 14, 2024 11:59 PM ET**

**We look forward to seeing your nomination package!**