

Oregon Heritage Excellence Awards 2007

The Heritage Excellence Awards recognize individuals, businesses and organizations for outstanding efforts on behalf of Oregon heritage, draw public attention to these efforts, and raise the quality of heritage-oriented activities.

This year's awards will be presented (tentatively set for May 4, 2007) at the Oregon Heritage Conference in Pendleton. The Heritage Programs Division of the Oregon Parks and Recreation Department, which houses the Oregon Heritage Commission and the Oregon State Historic Preservation Office, will present the awards.

Nominations are encouraged for exceptional and meritorious work by organizations, businesses or individuals. Action over and above the ordinary call

of duty is an award prerequisite. Special consideration is given to the development of new ideas, approaches and innovations. The mere fulfillment of routine functions does not justify an award.

Nominations also are encouraged for organizations and projects of all sizes and heritage purposes and for volunteers and professionals from all heritage sectors. The Oregon Heritage Excellence Awards honor those people and organizations who have made the most of available resources and skills.

The complete nomination package includes three parts: cover sheet, nomination, and supporting material. The deadline for nominations for this year's awards is March 5, 2007.



Oregon Heritage Excellence Awards Cover Sheet

Name of person/organization/project being nominated:

Nomination category (select one):

- Individual
- Business, governmental agency or nonprofit organization:
- Project

Contact person:

Nominee's full mailing address:

Nominee's phone:

FAX:

Nominee's email address:

Nominee's website (if any):

Explain in 250 words or less why this nominee should receive an Oregon Heritage Excellence Award:

Nomination submitted by:

Nominator's mailing address:

Nominator's phone:

Nominator's email:

Oregon Heritage Excellence Awards

Nomination Information

After completing the cover sheet, please include a narrative (preferably double-spaced and made on a computer or typewriter) describing the nominee's efforts. The narrative may not exceed five pages.

For individual nominations, the narrative should address the following:

1. Describe the nature and scope of activities the individual has taken part in, and the individual's role in them.
2. Describe how the individual's activities have improved the organization and the community.
3. Explain how the individual's efforts exceed those of others in the organization or community.

For organizations or businesses, the narrative should include the following:

1. Description of the institution, including its mission, programs, staff, audience/market.
2. Describe the projects and activities of the organization or business related to heritage
3. Describe how the organization or business benefits, respects and preserves the local community and its heritage.

For projects, the narrative should include the following:

1. Description of its goals, objectives, and final product.
2. Describe the roles of the various individuals, businesses or projects involved.
3. Describe unique challenges and unusual obstacles faced during the project and any new ideas, approaches, and innovations made to complete it.
4. Describe how the project benefits, respects and preserves the community and its heritage.

Supporting Material

Supporting material is encouraged for submission with the cover sheet and nomination information. Such material should establish the merits of the work being nominated.

For individuals, supporting material could include samples of the individual's work or works, photographs of the individual's work, the individual's resume or vitae, and up to three photographs showing the nominated person.

For business, governmental or nonprofits, supporting material could include:

1. Samples of and/or documentation of programs, exhibits, projects, publications, and website as appropriate,
2. Copies of the government agency or nonprofit's last two annual reports or similar documentation that shows the organization's accomplishment both financially and programmatically.
3. Resumes of key personnel.
4. Up to three letters of critical testimony or support. The letters should be from individuals not affiliated with the program, organization or business, but who have substantial knowledge of the activities being nominated. The letters should address the organization's activities and how it benefits, respects and preserves the local community and its heritage.
5. Up to three photographs showing the nominated organization's activities may be submitted.

For projects, supporting material could include:

1. Up to three letters of critical testimony or support. The letters should be from individuals not affiliated with the project, but who have substantial knowledge of the activities being nominated. The letters may address the quality of the work; any new ideas, approaches, and innovations made to complete the project; and how it benefits, respects and preserves the local community and its heritage.
2. Resumes of key personnel.
3. Samples of and/or documentation of the project including brochures, publications, progress reports, websites, etc.
4. Up to three photographs showing project work and the completed project.

If you have questions or want more information, contact Heritage Commission coordinator Kyle Jansson at heritage.info@state.or.us or 503-986-0673.

Completed nominations are due March 5 by sending them to Heritage Excellence Awards Program, Oregon Heritage Commission, 725 Summer St. NE, Suite C, Salem OR 97301-1266 or to heritage.info@state.or.us

Final nomination package

Your final nomination package will include:

1. Cover sheet
2. Nomination information
3. Supporting material