



## Key Dates

Entries open on Monday 10 March and close on Thursday 19 March 2020 at 5pm. Finalists will be announced by early May.

The Awards ceremony will be held at the Copthorne Bay of Islands in Waitangi on Wednesday 13 May 6-8pm in conjunction with the MA20 Conference. Winners will be announced at this ceremony.

## Terms & Conditions

Entrants must either be an Individual (Voting) or Museum (Voting) Member of Museums Aotearoa. (For these purposes, Museum Member includes paid or unpaid staff of Museum Members (Voting) and Individual includes Service Providers).

Museums Aotearoa employees or contractors, and members of the Awards Evaluation Panel, are not eligible to enter the Awards.

Entries must be submitted online, see instructions [here](#). If you cannot complete the online upload, please contact [Awards@museumsaotearoa.org.nz](mailto:Awards@museumsaotearoa.org.nz) or tel 04 499 1313.

Entries must reach Museums Aotearoa by Thursday 19 March 2020 at 5pm. Late entries or entries in formats other than those specified will not be accepted.

All entrants agree to pay the correct entry fee:

- \$50 per entry for institutions employing 5 or fewer full-time staff
- \$100 per entry for institutions employing 6-20 full-time staff
- \$200 per entry for institutions employing more than 20 full-time staff.

Projects must be completed or have reached an identifiable or significant milestone no more than 24 months prior to the Awards closing date.

Entries must include supporting material as outlined on the application form(s), in the specified format(s) and word/page limits to ensure a fair and informed evaluation.

All supporting material becomes the property of Museums Aotearoa and will not be returned.

The decision of the Judges will be final and no correspondence will be entered into.

Each entrant will receive an email acknowledgement upon receipt by Museums Aotearoa and will be advised of the outcome once judging has been completed.

Winners will officially be announced at the ServiceIQ 2020 New Zealand Museum Awards celebration at the Copthorne BOI in Waitangi on Wednesday 13 May 6-8pm.

Projects that reach the finals cannot be re-entered for these awards in a subsequent year.

Successful entries will be required to be available to Museums Aotearoa and/or its sponsors for display, publicity or promotional purposes. Please ensure that any photos of individuals or artworks have been cleared for use prior to submission.

## Judging guidelines

Entries will be assessed by a panel of judges with expertise in each field. Judges will draw on their own knowledge of current museum practice in Aotearoa, and will be looking for excellence in conceptualisation and delivery in all entries.

Judges will also be looking for the following qualities in entries, as appropriate:

*Vision:* the project or programme demonstrates and advances the museum's mission.

*Engagement:* the project or programme creates new knowledge, awareness, access, skills or connections for audiences / participants.

*Resourcefulness:* the project or programme takes the museum's resources (such as people, collections, skills, or community context) and makes the most of them.

*Innovation:* the project or programme demonstrates new thinking and approaches that others can learn from.

See our [FAQs](#) for further information about the Awards and the entry and judging processes.