



# CITY OF HAMILTON • 2019 ARTS AWARDS

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## Nomination Package

**Submission Deadline:**  
**Friday February 15, 2019**

*"The Alexanders" (2018) by Stylo Starr.  
Commissioned for the 2018 City of  
Hamilton Arts Awards event.*

Arts Management	Music
Arts Education and Community Arts	Theatre
Dance and Performing Arts	Visual Arts
Fine Craft	Writing
Media Arts	Arts Innovation
	Lifetime Achievement

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**Shirley Elford  
Emerging Artist Prize**

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**HAMILTON  
COMMUNITY  
FOUNDATION**

**Submit your Nomination Package online!**

Visit [hamilton.ca/artsawards](http://hamilton.ca/artsawards) to access the online nomination form.



Hamilton

## About

The mission of the City of Hamilton Arts Awards Program is to recognize the full breadth of achievement that is generated by our local arts community, the individual artists and organizations who are its ambassadors, and the community members who support and engage in this work throughout our community. The recipients of the City of Hamilton Arts Awards will be announced at a public event on June 13, 2019 at Theatre Aquarius Dofasco Centre for the Arts. All nominees will be provided with advance tickets to the event.

## Vision

The Awards will serve to promote the City of Hamilton's pride in its arts community, to inspire and enhance success, to foster growth in the sector, and to develop the talent that drives this vital part of our city.

## Values

The Arts Awards program will consistently promote the values of:

- inclusivity and diversity,
- a transparent and open process,
- community building and public engagement,
- and the core principle that the arts are central to our community's identity, economy, civic pride, and sustainability.

## Who Can Be Nominated?

The recipients of the 2019 City of Hamilton Arts Awards will be announced at a public event and will be awarded a cash award ranging from \$1000 to \$2500, a commemorative medallion or certificate, and civic recognition.

Artists and arts professionals can be nominated for three different types of awards. Each award has a different nomination process. We encourage nominators to work collaboratively with their selected nominee to prepare the nomination package.

**1. Established Artist Awards:** Artists and arts professionals can be nominated in any of the following nine categories: Arts Management, Arts Education and Community Arts, Dance and Performing Arts, Fine Craft, Media Arts, Music, Theatre, Visual Arts, and Writing.

An established artist is an individual who has been practicing professionally for **five years or more**. This typically includes: a history of public presentation or publication, recognition by their peers and involvement in the arts community. Full-time students cannot be nominated.

**2. Arts Community Leadership Awards:** These awards are presented to artists and arts professionals who have either

displayed exemplary accomplishments in their field or have made a significant contribution to the advancement of the arts in Hamilton. Individuals can be nominated in the following two categories:

**Arts Innovation Award:** Recognizing an arts leader who currently demonstrates exemplary vision, innovation, creativity, and excellence in their field. This person has expanded the impact and fostered the growth of Hamilton's arts sector. Professional artists and arts managers can be nominated for this award.

**Lifetime Achievement Award:** Recognizing the long-standing and significant achievements of artists and arts managers over the course of an entire career. Past award winners (in other categories) may be nominated for a Lifetime Achievement Award. Lifetime Achievement may be awarded posthumously.

**3. Shirley Elford Emerging Artist Prize:** Emerging artists (practicing professionally for five years or less) can be nominated for the Shirley Elford Emerging Artist Prize, presented by the Hamilton Community Foundation. The prize category changes annually - in 2019, the prize will be awarded in two categories: Dance and Performing Arts, and Music.

## Emerging Artist Recognition

As part of the nomination process, Established Artist nominees are asked to identify an emerging artist who they feel is deserving of recognition. If the Established Artist's nomination is successful, their choice for the Emerging Artist will be awarded \$1000 and a certificate of recognition.

The goal of this recognition is to encourage the development of meaningful relationships between emerging and established artists in our community. Nominating an exceptional emerging artist may strengthen a mentorship relationship, one in which the established artist passes on their experience, knowledge, resources and insight, or encourages a promising emerging artist to build upon their potential. By investing in emerging artists, the Arts Awards program aims to contribute to the strength and sustainability of the arts community in Hamilton.

An emerging artist is an individual who has been practicing professionally for **less than five years** (full-time students are not eligible). This typically includes: a history of public presentation or publication, recognition by their peers and involvement in the arts community.

## **Shirley Elford Emerging Artist Prize**

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The Shirley Elford Emerging Artist Prize, presented by the Hamilton Community Foundation, is to be awarded in memory of the late Shirley Elford, a Hamilton artist celebrated for her excellence in glass work and her work giving back to the local arts community and community at large.

The prize recognizes artistic excellence, and is intended to help support emerging artists in furthering their work and to provide opportunities for artists to promote and showcase their work. The Prize is presented annually, in conjunction with the City of Hamilton Arts Awards and will award between 1 - 2 prizes of \$2,000 (per category). The prize categories change annually. See Nomination Form on page 25.

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**In 2019, the Shirley Elford Prize will be presented in the Dance and Performing Arts, and Music categories.**

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## Eligibility Criteria: Shirley Elford Emerging Artist Prize

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- ✓ The 2019 Prize will be for Dance and Performing Arts, and Music categories ONLY. **Please note – award categories will change annually.**
- ✓ Individual artist who is 18 years of age or older (artist collectives, bands, duos, etc. are not eligible).
- ✓ Has been practicing professionally for less than five years (full-time students are not eligible).
- ✓ Nominee must be actively producing new work and is pursuing a career in the arts.
- ✓ Current resident of Hamilton (including Ancaster, Dundas, Flamborough, Glanbrook, Stoney Creek, Waterdown) who has lived in Hamilton consecutively for the past two years or longer.
- ✓ Must be a Canadian Citizen or Permanent Resident (Landed Immigrant) or have an application pending for Permanent Residency.
- ✓ Nominee may be self-taught or have art training through formal education, apprenticeship, or with a mentor or elder.

## Eligibility Criteria: Established Artist and Arts Community Leadership Awards

Please read the following guidelines to ensure that your nomination package meets all eligibility requirements.

- ✓ Individual artist who is 18 years of age or older (artist collectives, bands, duos, etc. are not eligible).
- ✓ Nominee must be actively producing work (with exception of Lifetime Achievement Award).
- ✓ Current resident of Hamilton (including Ancaster, Dundas, Flamborough, Glanbrook, Stoney Creek, Waterdown) who has lived in Hamilton consecutively for the past two years or longer.
- ✓ Must be a Canadian Citizen or Permanent Resident (Landed Immigrant) or have an application pending for Permanent Residency.
- ✓ Nominee may be self-taught or have art training through formal education, apprenticeship, or with a mentor or elder.
- ✓ Full-time students are not eligible (high school or post-secondary).
- ✓ Past City of Hamilton Arts Awards recipients cannot be nominated again in the same category.
- ✓ Artists who have previously received an Emerging Artist award may be nominated in the Established or Arts Community Leadership categories.

## Nominators (all award / prize categories)

- ✓ 18 years of age or older
- ✓ Can be an individual, organization or business residing in any city
- ✓ Cannot be an immediate family member of the nominee
- ✓ Cannot be recognized as an Emerging Artist by the Established Artist that they are nominating
- ✓ Artists cannot self-nominate
- ✓ Cannot be a member of the Arts Advisory Commission, Arts Awards Steering Committee, City of Hamilton staff or elected officials of the City of Hamilton or representatives of their offices.

## Established Artist Categories

Artists can be nominated in any of the following categories. If you are nominating the same artist in more than one category, **you must submit a complete nomination package for each category.**

**Arts Management:** Demonstrating leadership in an arts organization and / or project. This can include general managers, managing directors, artistic directors, arts programmers, executive directors, curators, marketing and communications professionals, fundraising and development staff, and facility managers.

**Arts Education and Community Arts:** Arts activities in schools or in the community led by a professional artist. Can involve learning experiences or community building activities for participants of any age.

**Dance and Performing Arts:** Dance and choreography (all genres), storytelling, spoken word, circus arts, mime, magician, stand-up comedy, etc.

**Fine Craft:** Functional and non-functional craft-based work, including: beadwork, book arts, ceramics, textile, fashion and wearable art, furniture, glass, jewellery, metal, and wood.

**Media Arts:** Photography, film, video, audio / sound art, graphic design, animation, digital art, web-based art, media art installation, new media, or any fusion thereof. The nominee must be the driving creative force of the project and must maintain complete creative and editorial control over the work.

**Music:** Performance, composition, songwriting, technical production (all genres of music).

**Theatre:** Acting, directing, playwriting, or technical production (i.e. lighting, sound, costume design, etc.).

**Visual Arts:** Painting, sculpture, drawing, printmaking, performance art, installation art, public art, street art / murals, etc.

**Writing:** Poetry, short story, written journalism, fiction, non-fiction, and publishing.



## Selection Process for All Award Categories

**Jury:** an independent jury comprised of discipline-specific artists, arts professionals and community leaders will evaluate all nominations. A member of the Arts Advisory Commission or Arts Awards Steering Committee will audit each jury session to ensure a fair and transparent process (non-voting position).

**Scoring:** The jurors will select the strongest nomination based on the scoring charts below (pages 10 – 12) and subsequent jury deliberation. Nominations must achieve a minimum benchmark score to be eligible for the award. If the benchmark is not met, the jury reserves the right to not select a winner in the category.



## Established Artist Scoring

Category	Evaluation Criteria	Scoring
<b>The Career</b>	<b>Curriculum Vitae (Artist Resume)</b> <ul style="list-style-type: none"><li>• Nominee’s qualifications and professional experience demonstrate a consistent dedication to their artistic discipline</li><li>• Nominee is actively producing work (i.e. recent examples of exhibitions, performances, publications, etc.)</li><li>• Evidence of career development and growth</li></ul>	<b>40 Points</b>
<b>The Reception</b>	<b>Letters of Reference</b> <ul style="list-style-type: none"><li>• Written by individuals directly involved with the nominee’s career</li><li>• Contain specific details relating to the nominee’s body of work, projects, community involvement, reception in the broader community, etc.</li><li>• Clearly articulate the nominee’s contribution to their field and / or growth as an artist</li></ul>	<b>30 Points</b>
<b>The Work</b>	<b>Artist Statement</b> <ul style="list-style-type: none"><li>• Clearly articulates the nominee’s understanding of their discipline and artistic practice</li><li>• Statement provides context for the discipline - specific artwork samples</li></ul> <b>Artwork Samples</b> <ul style="list-style-type: none"><li>• Body of work exhibits a high level of creativity and artistic merit</li><li>• Artwork samples demonstrate consistency in quality and execution</li><li>• Current work (within the last 5 years)</li></ul>	<b>10 Points</b>  <b>40 Points</b>

**Maximum Total Score | 120 POINTS**  
**Minimum Required Score | 90 POINTS**

## Arts Community Leadership Scoring

Category	Evaluation Criteria	Scoring
The Career	<b>Career Narrative</b> <ul style="list-style-type: none"><li>• Presents a comprehensive overview of the nominee’s career development</li><li>• Clearly articulates the impact of the nominee’s career (i.e. how has the nominee’s accomplishments helped develop Hamilton’s artistic community)</li></ul>	<b>20 Points</b>
	<b>Curriculum Vitae (Artist Resume)</b> <ul style="list-style-type: none"><li>• Nominee’s qualifications and professional experience demonstrate a consistent dedication to their work (Hamilton and beyond)</li></ul>	<b>20 Points</b>
The Reception	<b>Letters of Reference</b> <ul style="list-style-type: none"><li>• Letters of reference are from individuals directly involved with the nominee’s career</li><li>• Letters clearly articulate the nominee’s contribution to their field and the arts community in Hamilton</li><li>• Letters contain specific details relating to the individual’s body of work, projects, community involvement, etc.</li></ul>	<b>40 Points</b>

**Maximum Total Score | 80 POINTS**  
**Minimum Required Score | 60 POINTS**

## Shirley Elford Prize Scoring

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Category	Evaluation Criteria	Scoring
The Career	<b>Curriculum Vitae (Artist Resume)</b> <ul style="list-style-type: none"><li>Nominee’s qualifications and professional experience demonstrates the nominee’s continued career development and growth</li><li>Nominee is actively producing work (i.e. recent examples of exhibitions, performances, publications, etc.)</li></ul>	<b>20 Points</b>
	<b>Letter of Reference</b> <ul style="list-style-type: none"><li>Written by nominator or an individual directly involved with the nominee’s career</li><li>Contain specific details relating to the nominee’s body of work, projects, and reception in the broader community, etc.</li></ul>	<b>10 Points</b>
The Reception	<b>Artist Statement</b> <ul style="list-style-type: none"><li>Clearly articulates the nominee’s understanding of their discipline and artistic practice</li><li>Statement provides context for the discipline-specific artwork samples</li></ul>	<b>50 Points</b>
	<b>Artwork Samples</b> <ul style="list-style-type: none"><li>Body of work exhibits a high level of creativity and artistic merit</li><li>Artwork samples demonstrate consistency in quality and execution</li><li>Current work (within the last 3 years)</li></ul>	

**Maximum Total Score | 100 POINTS**  
**Minimum Required Score | 75 POINTS**

## Submitting Your Nomination Package

Nomination packages are due on or before **Friday February 15, 2019 (by 4:00 pm in person or 11:59 pm online)**. Incomplete nominations and / or nominations received after the deadline will not be accepted. Emailed, faxed, and post-dated submissions will not be accepted.

**Nomination materials will not be returned.** Submissions including original artwork will not be accepted. Any materials submitted outside of those outlined in this document will be discarded to ensure a fair and transparent jury process for all nominees.

**Nomination packages can be submitted online. Visit [www.hamilton.ca/artsawards](http://www.hamilton.ca/artsawards) to access the online nomination system.**

If you are submitting a hard copy nomination package, please submit **ONE COPY** of all written materials on letter-sized paper (8 ½ X 11"). Items will be reproduced in black and white. Only one copy of materials submitted on CD / DVD is required.

**Important! Please do not bind, staple or use cover sheets / folders**

### Nomination Package checklist Established Artist

- Established Artist nomination form (page 16 or submitted online)
- Emerging Artist Recognition (page 17 or submitted online)
- Emerging Artist CV
- Established Artist CV
- Letters of Reference (2 letters)
- Artist Statement
- Artwork Samples

### Arts Community Leadership

- Arts Community Leadership nomination form (page 22 or submitted online)
- Career Narrative
- CV
- Artist CV
- Letters of Reference (4 letters)

### Shirley Elford Emerging Artist Prize

- Shirley Elford Emerging Artist Prize Nomination Form (page 25 or submitted online)
- Artist CV
- Letters of Reference (1 letter)
- Artist Statement
- Artwork Samples

## Nomination packages can be submitted using the following methods:

1. **Online:** Submitting your nomination online is quick and easy! You will need to sign up for a free account via Submittable to access the online nomination system. Go to [www.hamilton.ca/artsawards](http://www.hamilton.ca/artsawards) for more information and the links to the online nomination forms.
2. **Mail:** Nomination packages may be mailed to the following address:  
City of Hamilton Arts Awards  
c/o Tourism and Culture Division  
P.O. Box 2040  
Hamilton, ON, L8P 4Y5
3. **In Person:** Nominations can be delivered in person to the Tourism Hamilton Visitor Information Centre, Lister Building, 28 James St N, Ground Floor.  
Hours: Monday to Friday 9 am – 4 pm

### Questions? We are here to help!

Contact [artsawards@hamilton.ca](mailto:artsawards@hamilton.ca) or (905) 546-2424 ext. 7612 if you have questions or need assistance with the nomination process.

For tips on how to write effectively about your creative practice in your Artist Statement and step-by-step instructions for creating an artist curriculum vitae (CV) or resume, visit the Hamilton Arts Council's Artist Resources webpage at [www.hamiltonartscouncil.ca/resources/artist-resources](http://www.hamiltonartscouncil.ca/resources/artist-resources)



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# **Established Artist**

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## **Nomination Form**

## Established Artist Awards

Please complete Steps 1-5 to nominate an Established Artist. If you are nominating the same artist in more than one category, you must submit a complete nomination package (Steps 1-5) for each category.

### Nominating an artist for an Arts Community Leadership Award?

There is a separate nomination form for the Arts Innovation and Lifetime Achievement Awards. Please refer to page 22.

**Nominating an individual for the Shirley Elford Emerging Artist Prize?** Nominations are being accepted for the Dance and Performing Arts, and Music categories in 2019. Please note - this award is separate from the Emerging Artist recognition that is part of the Established Artist Award. Please refer to page 25.

## Step 1: Established Artist Nomination

### *Established Artist Information*

Name: \_\_\_\_\_

Home Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Instagram: \_\_\_\_\_

Twitter: \_\_\_\_\_ Facebook: \_\_\_\_\_

### *Category*

- |   |                                  |                                   |
|---|----------------------------------|-----------------------------------|
| <input type="radio"/> Arts Management                   | <input type="radio"/> Fine Craft | <input type="radio"/> Theatre     |
| <input type="radio"/> Arts Education and Community Arts | <input type="radio"/> Media Arts | <input type="radio"/> Visual Arts |
| <input type="radio"/> Dance and Performing Arts         | <input type="radio"/> Music      | <input type="radio"/> Writing     |

### *Nominator*

Name: \_\_\_\_\_

Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### *Signatures*

The Nominee and Nominator confirm that they meet all Eligibility Criteria and Guidelines on page 5 and agree to the Terms of Nomination listed on page 27.

Established Artist Nominee: \_\_\_\_\_ Date: \_\_\_\_\_

Nominator: \_\_\_\_\_ Date: \_\_\_\_\_



## Step 2: Emerging Artist Recognition

**Champion an emerging artist you believe in!** Recognizing emerging talent is a core value of the Arts Awards program. Established Artist nominations that **do not include an Emerging Artist nomination will be disqualified.**

**Please note:** A separate nomination package must be completed for the Shirley Elford Emerging Artist Prize. In 2019 the Prize will be awarded in the Dance and Performing Arts, and Music categories. Please refer to page 25.

### *Emerging Artist Information*

Name: \_\_\_\_\_

Home Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Instagram: \_\_\_\_\_

Twitter: \_\_\_\_\_ Facebook: \_\_\_\_\_

### **Eligibility**

In addition to the Eligibility Criteria listed on page 5, including being a resident of Hamilton, the emerging artist:

- Must be a practicing artist in the **same category** as the Established Artist nominee
- Has been practicing professionally for **less than five years**
- Cannot be a full-time student (high-school or post-secondary)
- Cannot be an immediate family member of the Established Artist nominee or nominator

**Professional CV:** Submit a professional curriculum vitae or resume for the Emerging Artist Recognition. This can include (but is not limited to): education and professional development, exhibitions, performances or publications, awards, professional recognition, professional associations or memberships, etc. The emerging artist CV will be used for verification purposes only and will not be adjudicated by the jury.

**3 pages maximum**



## Step 3: The Career

**Professional CV:** Submit a professional curriculum vitae or resume for the Established Artist nominee. This can include (but is not limited to): education and professional development, exhibitions, performances or publications, awards, professional recognition, professional associations or memberships, etc.

**3 pages maximum**

## Step 4: The Reception

**Letters of Reference:** Submit **two letters of reference** from individuals directly involved with the Established Artist's practice and / or career (i.e. colleagues, mentors, curators, programmers, artistic directors, employers, arts administrators, students, etc.). **Letters of reference cannot be provided by immediate family members, members of the Arts Advisory Commission, Arts Awards Steering Committee, or City of Hamilton staff, elected officials and representatives of their offices.**

The Nominator may be the author of one of the two letters. Letters written within the past two years may be resubmitted provided they pertain to the City of Hamilton Arts Awards and the category of the nomination.

## Step 5: The Work

**Artist Statement:** Submit a brief statement outlining the philosophy, inspiration and methodology behind the Established Artist's work (i.e. key themes, points of inspiration, techniques and / or materials).

**500 words maximum**

**Artwork Samples (category-specific):** Submit the information and materials for the appropriate category. Please refer to the list on pages 19 - 20.

## Artwork Samples (Category-Specific)

### Arts Management, Arts Education and Community Arts Categories:

- **Project Report:** A written description outlining key details of a recent project / program (within the last 5 years). Please include the following information: nominee's role in project, budget, number of people engaged, impact and outcomes. **500 word maximum**

### Fine Craft and Visual Arts Categories:

- **8 images** of recent work (within the last 5 years) or **5 images and 1 audio / video sample** of recent work for Visual Artists whose practice includes time-based media. Audio / video cued to appropriate time, **3 minutes maximum**
- All images must be in JPEG format at a maximum of 1024 X 728 pixels and 300 dpi. Please clearly label image files and do not use any special characters, symbols, periods, or quotation marks (such as \$,%,&) in the file name.
- **Image list** containing: title of artwork, materials, dimensions, date.

### Dance and Performing Arts

- **3 audio / visual samples** of recent performances (within the last 5 years) cued to appropriate time. 3 examples that are 3 minutes maximum (3 minutes per example).
- **Production credits** (i.e. director, dancers, collaborators, etc.). Please clearly identify the nominee's role in the production.

### Media Arts:

- **8 images** of recent work (within the last 5 years) OR **3 audio / visual samples** of recent work. Website links may be provided if artwork is web-based. 3 examples that are 3 minutes maximum (3 minutes per example).
- All images must be in JPEG format at a maximum of 1024 X 728 pixels and 300 dpi. Please clearly label image files and do not use any special characters, symbols, periods, or quotation marks (such as \$,%,&) in the file name.
- **Production credits** (i.e. photographer, director, designer, writer, etc.). Please clearly identify the nominee's role in the production.

### Music:

- **3 recent songs** (within the last 5 years). If submitting an album, please note 3 songs you would like the jury to evaluate. 3 examples that are 3 minutes maximum (3 minutes per example).
- **Production credits** (i.e. producer, musicians, writer, etc.). Please clearly identify the nominee's role in the production.

# 2019 Nomination Package

**Deadline: Friday February 15, 2019**



## Theatre:

- **3 audio / visual samples of recent work** (within the last 5 years) cued to appropriate time. 3 examples that are 3 minutes maximum (3 minutes per example).
- If nominating a playwright, submit a recent manuscript (within the last 5 years). **15-20 pages maximum**
- **Production credits** (i.e. director, actor, writer, company, etc.). Please clearly identify the nominee's role in the production.

## Writing:

- **15-20 pages** of published, recent work (within the last 5 years).
- Please submit typed manuscript pages or photocopied selections from books, periodicals, etc. Please do not submit original books, periodicals, etc.
- **Production credits** for each publication (date, publisher, editor, etc.). Please clearly identify the nominee's role in the production.



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# Arts Community Leadership

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Nomination Form

## Arts Community Leadership Awards

Please complete Steps 1-3 for the Arts Community Leadership Award (Arts Innovation and Lifetime Achievement Awards).

**This section is for Arts Community Leadership ONLY.** Do not fill out this section if you are preparing a nomination for the Established Artist Award (page 16) or Shirley Elford Emerging Artist Prize (page 25).

### Step 1: Nomination Form

Name: \_\_\_\_\_

Home Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Instagram: \_\_\_\_\_

Twitter: \_\_\_\_\_ Facebook: \_\_\_\_\_

**Category (select one):**

Arts Innovation

Lifetime Achievement

**Nominator**

Name: \_\_\_\_\_

Home Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Signatures**

The Nominee and Nominator confirm the nomination meets all Eligibility Criteria and Guidelines on page 5 and agree to the Terms of Nomination listed on page 27.

Nominee: \_\_\_\_\_ Date: \_\_\_\_\_

Nominator: \_\_\_\_\_ Date: \_\_\_\_\_

## Step 2: The Career

These awards are presented to artists and arts managers who have either displayed exemplary accomplishments in their field or made a significant contribution to the advancement of the arts in Hamilton and beyond.

**Arts Innovation nominees' contribution and recent experience should be focused on the development of the Hamilton arts community, whereas Lifetime Achievement nominees' experience and impact are over the course of a career and may be local, national or international in scope.**

### Career Narrative

Please submit a career narrative that clearly outlines significant achievements and milestones in the individual's career. The nominee or the nominator may complete the career narrative. The narrative should include (but is not limited to):

- Career milestones (i.e. significant shows / performances, awards, etc.)
  - Community involvement (i.e. volunteerism, advocacy, teaching, mentorship, etc.)
  - Impact - how has the nominee's accomplishments helped develop Hamilton's artistic community (i.e. capacity building, increased awareness / exposure, etc.)
- 5 pages maximum**

### Professional CV

Please submit a professional curriculum vitae or resume. This can include (but is not limited to): education and professional development, exhibitions, performances or publications, awards, professional recognition, professional associations or memberships, etc. **5 pages maximum**

## Step 3: Letters of Reference

A total of **4 letters of reference** from individuals directly involved with the nominee's practice and / or career (i.e. colleagues, mentors, curators / programmers, artistic directors, employers, arts administrators, students, etc.).

**Letters of reference cannot be provided by immediate family members, members of the Arts Advisory Commission, Arts Awards Steering Committee, or City of Hamilton staff, elected officials and representatives of their offices.**

The Nominator may be the author of one of the four letters. Letters written within the past two years may be resubmitted provided they pertain to the City of Hamilton Arts Awards and the category of the nomination.

2019 Nomination Package  
Deadline: Friday February 15, 2019



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# Shirley Elford Emerging Artist Prize

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Nomination Form

The page features decorative leaf graphics in a dark grey tone. On the left side, there is a large leaf and a stem with two smaller leaves. On the right side, there is a stem with three leaves of varying sizes.



## Shirley Elford Emerging Artist Prize Nomination Form

Please complete Steps 1-3 for the Shirley Elford Emerging Artist Prize. **Please note – the 2019 Prize is for Dance and Performing Arts, and Music categories ONLY. Prize categories will change annually.**

**This section is for the Shirley Elford Emerging Artist Prize ONLY.** Do not fill out this section if you are preparing a nomination for the Established Artist Award (page 16) or Arts Community Leadership Award (page 22).

### Step 1: Nomination Form

Name: \_\_\_\_\_

Home Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Instagram: \_\_\_\_\_

Twitter: \_\_\_\_\_ Facebook: \_\_\_\_\_

**Category (select one):**

Dance and Performing Arts       Music

**Nominator**

Name: \_\_\_\_\_

Home Address, City, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Signatures**

The Nominee and Nominator confirm the nomination meets all Eligibility Criteria and Guidelines on page 6 and agree to the Terms of Nomination listed on page 27.

Nominee: \_\_\_\_\_ Date: \_\_\_\_\_

Nominator: \_\_\_\_\_ Date: \_\_\_\_\_

## Step 2: The Career

**Professional CV:** Submit a professional curriculum vitae or resume. This can include (but is not limited to): education and professional development, exhibitions, performances or publications, awards, professional recognition, professional associations or memberships, etc.

**3 pages maximum**

**Letter of Reference:** Submit **one letter of reference** from an individual directly involved with the nominee's practice and / or career (i.e. colleagues, mentors, curators, programmers, artistic directors, employers, arts administrators, students, etc.). The letter of reference may be written by the nominator.

**Letters of reference cannot be provided by immediate family members, members of the Arts Advisory Commission, Arts Awards Steering Committee, or City of Hamilton staff, elected officials and representatives of their offices.**

## Step 3: The Work

**Artist Statement:** Submit a brief statement outlining the philosophy, inspiration and methodology behind the nominee's work (i.e. key themes, points of inspiration, techniques and / or materials).

**500 words maximum**

**Artwork Samples (category-specific):** Submit the following information and materials:

### Dance and Performing Arts

- **2 audio / visual samples** of recent performances (within the last 5 years) cued to appropriate time. 2 examples that are 3 minutes maximum (3 minutes per example).
- **Production credits** (i.e. director, dancers, collaborators, etc.). Please clearly identify the nominee's role in the production.

### Music:

- **2 recent songs** (within the last 5 years). If submitting an album, please note 3 songs you would like the jury to evaluate. 2 examples that are 3 minutes maximum (3 minutes per example).
- **Production credits** (i.e. producer, musicians, writer, etc.). Please clearly identify the nominee's role in the production.

## Terms of Nomination

All nomination materials submitted to the City of Hamilton Arts Awards program must be true and accurate. Falsified information will result in disqualification from the Arts Awards process. All artwork(s) submitted as part of a nomination must be original work that does not violate the copyright of any other person.

Phone numbers, email, and mailing addresses will not be made public as part of the Arts Awards program. All other content submitted as part of the **Established Artist Award**, (and related Emerging Artist Recognition), **Arts Community Leadership Award**, and **Shirley Elford Emerging Artist Prize** processes including but not limited to biographies and artwork samples (hereinafter referred to as "personal information") may be used on the internet, in print publications or in other methods of communication (whether verbal or written) for the purpose of organizing and administering the Arts Awards program, including evaluating the nominations and communicating with awards recipients, and for the purpose of promoting the Arts Awards program. Personal information of successful nominees will be used to promote future Arts Awards programs. Nominator names and contact information will not be made public by the City of Hamilton.

Personal information collected on the nomination form, or as part of the nomination process, is collected under the authority of the Municipal Act, 2001, S.O. 2001, c. 25 s.227 (b). Information collected is subject to the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56. Questions about the collection of personal information should be directed to: Program Manager of Public Art and Projects, Tourism and Culture Division, Planning and Economic

Development Department, City of Hamilton, P.O. Box 2040, Hamilton, ON, L8P 4Y5, telephone 905-546-2424, ext. 6281.

By accepting the Terms of Nomination, the nominee gives the City of Hamilton and its authorized contractors and representatives the non-exclusive, royalty-free, perpetual and worldwide right, license and privilege to use, broadcast, web cast, publish, reproduce and distribute this personal information for the purposes set out in the Terms of Nomination.

The nominee acknowledges and agrees that once this personal information is posted on the internet or used in print publications or other communications, the City of Hamilton will no longer be able to exercise control over its use and distribution and, for example, will not be able to restrict it from being downloaded, modified or reused in an unauthorized fashion by any third parties. The nominee agrees to defend, indemnify and save harmless the City of Hamilton and its authorized contractors and representatives from and against any claims, damages and costs arising from or related to submission of the Nomination Form and the use and disclosure of its content.

A nominee may withdraw consent to the collection, use or disclosure of this personal information by providing written notice prior to the nomination closing date of Friday February 15, 2019 at 4:00pm to the City's Program Manager of Public Art and Projects, Tourism and Culture Division, City of Hamilton, P.O. Box 2040, Hamilton, ON, L8P 4Y5, in which case the nomination will no longer be eligible for consideration. If an Established Artist nominee withdraws consent, the related recognition of an Emerging Artist will be deemed withdrawn as well.



## We are here to help!

Please do not hesitate to contact us if you have questions or need assistance with the nomination process.

### Contact

Public Art and Projects Section,  
Tourism and Culture Division

**E:** [artsawards@hamilton.ca](mailto:artsawards@hamilton.ca)

**T:** (905) 546-2424 ext. 7612

**Office address:** Lister Building,  
28 James St. North, 2nd Floor

Meetings by appointment only.  
Please call or email to book.

### Language Assistance

Language assistance may be available to nominees and nominators. Please contact us for details.

### Nomination Tips

For tips on how to write effectively about your creative practice in your Artist Statement and step-by-step instructions for creating an artist

curriculum vitae (CV) or resume, visit the Hamilton Arts Council's Artist Resources webpage at [hamiltonartscouncil.ca/resources/artist-resources](http://hamiltonartscouncil.ca/resources/artist-resources)

### Connect with us online!

Get the latest information and useful tips for completing your nomination by following the City of Hamilton Arts Awards on Facebook and Twitter. And don't forget to check out **#HAA2019** on Twitter to join in the conversation and anticipation for the 2019 Arts Awards!

 [CityofHamiltonArtsAwards](https://www.facebook.com/CityofHamiltonArtsAwards)

 [@HamArtsAwards](https://twitter.com/HamArtsAwards)

**For online nomination forms and to download this nomination package visit: [hamilton.ca/artsawards](http://hamilton.ca/artsawards)**

*"The Alexanders" (2018) by Stylo Starr.  
Commissioned for the 2018 City of  
Hamilton Arts Awards event.*