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| **Nomination Form (DPA16B)**  **Document**  **DPA16B**  **The Digital Preservation Award** **s 2016** |  |

**DEADLINE FOR SUBMISSION IS 1200 NOON ON TUESDAY 26th JULY 2016**

**For assistance with completing this form, please visit the DPC website:** [**http://dpconline.org/advocacy/awards/2016-digital-preservation-awards**](http://dpconline.org/advocacy/awards/2016-digital-preservation-awards)

**SECTION ONE: AWARD(S) APPLIED FOR:**

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|  | Research and Innovation |
|  | Teaching and Communication |
|  | Most Distinguished Student Work |
|  | Safeguarding the Digital Legacy |
|  | Most Outstanding Digital Preservation Initiative in Industry |

**SECTION TWO: INFORMATION ON NOMINEE(S)**

Name of nominee (for student award this should be the head of department or programme convenor)

Postal Address

Contact name/address (if different from above)

Landline Telephone

Mobile

Email

Media/PR contact details (for student award this should be institutional media contacts)

Submission supported by (name and designation of senior executive that has championed this nomination)

Ensure that a letter of support is included with this nomination form.

**SECTION THREE: INFORMATION ABOUT THE NOMINATION**

Title of initiative: this short title will appear on the ballot paper and certificate

Date of initiation (Month/Year)

Date of completion (Month/Year, normally between 1st August 2014 and 31st July 2016)

Summary of the initiative (up to 100 words). This short description will be used on marketing material. Care should be taken to ensure it is accessible to a lay audience.

Organisation(s)/individual(s) commissioning the initiative

Names of team members (for student award list the students who completed the work)

Location of project

Web links

How did you find out about the Digital Preservation Award?

Long description (up to 1000 words)

*This should set out clearly and concisely the key points of the work and the main achievements. It will be used in publicity materials so care should be taken to ensure that it is written for a lay audience.*

**SECTION FOUR: SUPPORTING STATEMENTS**

Nominees are invited to review their projects against the criteria for the awards.

Clarity of purpose: what were your main aims and objectives? (up to 100 words)

Effectiveness of methodology: why was this methodology chosen and was it effective? (up to 100 words)

Why is this exemplary or innovative use of digital preservation techniques and principles (up to 100 words)

Clarity and practicality of benefits: what were the benefits; who were the beneficiaries? (up to 100 words)

Durability of contribution: how have you made a lasting contribution to digital preservation? (up to 100 words)

Extensibility of benefits: have others been able to use your tools or technique? (up to 100 words)

Cost effectiveness: what resources did you consume? (up to 100 words)

Assessment of quality by peers: how have others reacted to your work? (up to 100 words)

Fit to audience: how did you assess audience needs and how did you fit them? (up to 100 words)

Public profile: what is the public profile of the digital objects you have safeguarded? (up to 100 words)

**SECTION FIVE: DECLARATION**

This information is supplied to the Digital Preservation Coalition is a true record of the work carried out. The support of other co-nominees nominees (if applicable) and the commissioning organisation(s) (if applicable) have been obtained.

**Signed:**

**Dated:**

**Submit hard copy applications, by post to:**

The Digital Preservation Coalition

37 Tanner Row  
York  
YO1 6WP

UK

**Submit PDF format applications by email to: sarah.middleton@dpconline.org**

The deadline for submission of nominations is 1200 NOON ON TUESDAY 26th JULY 2016