

Lifetime Achievement Award

Application Instructions

The Minnesota Alliance of Local History Museums (MALHM) created the Lifetime Achievement Award to honor the excellent work performed by individuals in Minnesota's local history community. The intention of the program is to give due recognition to the individuals who have demonstrated leadership within their organization, their community, and to Minnesota's history community in the preservation and promotion of local and state history. The award is for those who have completed a body of work not less than 25 years in the state of Minnesota. A combination of experience within the nominee's work history is acceptable to meet the criteria.

Filling out the Nomination Form

When filling out the nomination form, check each box for a black "+" sign in the lower right-hand corner. If this appears, you have overfilled the box and the review committee may not be able to see the additional information. If this symbol appears, revise the text to fit within the box. Do not attach additional sheets. All of your information must fit within the boxes provided.

Nominee Information

- Fill out the complete contact information for the nomination.
- Multiple boxes may be checked in the work status section.
- All nominees must have reached the award criteria no later than December 31, 2018. A combination of work experience (paid, contract, or volunteer) is acceptable to meet the criteria, as long as it took place within the state of Minnesota.
 - Someone who has reached the 25-year threshold must have had his or her 25th anniversary date occur **within or prior to** the award period.
- Posthumous awards are accepted for individuals that passed away between January 1, 2018, to December 31, 2018.

Nominator Information

- Fill out the section completely.

Nomination

- Nominee Background
 - Within the character limit, tell us about the nominee. Discuss the nominee's professional background, work accomplishments, length of service, service to local, regional, or statewide history organizations, and more. Use this section to introduce the nominee to the Selection Committee.
- Nomination Statement
 - Describe the reason why this person should receive an award within the character limit. Tell us what the nominee has done to advance the preservation and promotion of local and state history. How have they demonstrated leadership in Minnesota's history community?

Required Documents

- Two letters of critical testimony
 - These letters should come from museum or public history professionals, but not the person submitting the nomination. Not more than one letter can come from a community leader outside of the history profession. Each letter should address the nominee's demonstration of exceptional leadership and the nominee's impact on the community or constituency(ies) served.
- Photograph of the person
 - This will be used in announcements both in print and online if the nominee receives this award. The photo must be provided as a high resolution jpeg file.
- Samples of the individual's work or resume
 - Samples may include published items (books, newspaper editorials, newsletter articles, blog posts), completed project materials (exhibit panel, program outline, or similar product), or media releases and articles written by or about the nominee or a project that the nominee worked on.
 - Electronic submissions (PDF, video files, jpeg, or links) are required for efficient distribution to the review committee. In the case of a published pamphlet or book that does not have an electronic format, a copy will need to be sent by U.S. mail (a total of nine) to committee members within seven days of the application deadline. Addresses will be provided to the nominator after submission. Copies will not be returned.

Optional Documents

- Additional letters of critical testimony
- Any additional material which may strengthen the nomination

How to Submit Nominations

All nominations must be submitted by email to the Alliance Coordinator at staff@mnhistoryalliance.org. Nominations may also be shared via Google Drive or Dropbox to the same email address.

Questions

Contact the Alliance Coordinator Dustin Heckman by phone at (612) 500-7460 or by email staff@mnhistoryalliance.org.

Submission Deadline

All nominations must be received by 11:59 pm on Friday, February 8, 2019.

When will nominees be notified of their award?

The nominee and nominator will be notified by email on or by Friday, March 15, 2019, of the award status. Award winners will be invited to the History Awards Luncheon at the 2019 MALHM Annual Meeting & Conference on Thursday, April 25 from noon to 1:30 pm. The luncheon will take place at Treasure Island Resort & Casino, outside of Red Wing. The award winner and any guests are responsible for their tickets to the luncheon, which can be ordered through the MALHM website.

Each award winner will be sent a press release that can be used in your local area to promote his or her achievement.