



**Oklahoma
Museums Association
2024 Awards Program**

Recognizing individuals and groups whose contributions have impacted Oklahoma museums.

Honoring the outstanding projects created by Oklahoma Museums Association museum members.

The Basics

- The deadline to submit an entry is midnight Friday, May 17, 2024.
- Any OMA member may submit entries for Certificate of Recognition of an individual/group or make a recommendation of an individual for the Service to the Profession award.
- OMA museum members may submit entries for Project awards, which are judged by project expense level. Museums are encouraged to self-nominate for project awards.
- Entries are accepted as entered; no changes or additions allowed.
- Entries entered into the wrong category will not be considered. If you have questions, contact the OMA office at 405.424.7757 in advance.
- OMA reserves the right to disqualify any entry that does not meet all submission rules.
- A \$25 fee is required for each entry submitted.
- Fee must be paid online with credit card at the time entry is submitted. Payment in person or mail is not accepted.
- Submitted materials become the property of the Oklahoma Museums Association and may be used at OMA's discretion.
- Judges' decisions are final.

Notification and Recognition

All award entrants will receive the status of their entry by Friday, July 5, 2024 along with a sample press release for use.

Awards will be presented at the Awards Celebration Dinner the evening of September 12 in Idabel, Oklahoma, as part of the Oklahoma Museum Conference. Award recipients are encouraged to attend the dinner to receive recognition and celebrate their achievement with the museum community.

Nominators submitting Certificate of Recognition entries are asked to purchase Awards Celebration Dinner tickets for their nominee(s) should they be selected for the award. Tickets may be purchased from the Oklahoma Museums Association. A link to purchase tickets will be available on the OMA website in spring. For information on the conference, visit [OKMuseums.org/Conference](https://okmuseums.org/conference).

Certificate of Recognition winners will receive an award certificate. New this year, project award winners will receive an award certificate and a digital award badge for use on their website.

Awards

There are two types of awards - Individual/Group Awards and Project Awards. Complete details including judging criteria and application materials for each award appear on the following pages.

Individual/Group Awards

- Certificate of Recognition
- Service to the Profession

Project Awards

- Exhibit
- Outreach or Education Program
- Promotional Piece
- Publication
- Special Project

Individual/Group Awards

Certificate of Recognition

This award recognizes local historians, board members, volunteers, docent groups, funders and other possible nominees who enhance an Oklahoma museum with their time and/or financial support. The individual, corporation, foundation, or group nominated for a Certificate of Recognition is not required to be a member of OMA. Any OMA member may submit. **Multiple submissions per any OMA member are allowed in this category.**

Nomination Materials for Certificate of Recognition Award

- Photo of the nominee (jpg file)
- Short summary (75 word limit) about the nominee to be used for awards recognition if selected
- C.V. or Resume of the nominee (if applicable)
- Narrative addressing the following items (pdf file):
 - Describe the nominee's history of service and dedication to the museum.
 - Describe the nominee's involvement in local communities.
 - Describe how the nominee has helped advance the museum's mission as it relates to the museum field or public outreach.
 - Describe how the nominee's contributions have helped to heighten awareness and interest in the culture of Oklahoma.
 - Describe how the nominee has supported the growth of the museum through their time, expertise, or financial contributions.

Enter Certificate of Recognition Award here.

Service to the Profession

This award honors an OMA individual member who has distinguished themselves in the field and has helped to significantly advance museum professionalism in the state through participation in professional organizations, especially OMA. Any OMA member may make a recommendation for this award.

Past winners of the Service to the Profession award include: Pendleton Woods, Peter Tirrell, Kathy Dickson, Sandra Stratton, Dr. Bob Blackburn, Mary Herron, Dr. Carolyn Garrett Pool, Robert Powers, Julie Droke, Cherie Cook, Michael Bruce, Doris McGranahan, Melissa Owens, Jim Goss, Sherri Vance, Dan Provo, Christine Knop Kallenberger, Tahnee Growingthunder, Dr. Bill Bryans, and Henry Moy.

Recommendation for Service to the Profession Award

Send recommendation in an email to **info@okmuseums.org** with the OMA member's name and a summary of why this person should be considered. Suggested items to include in the summary:

- Describe the recommendee's history of service and dedication to the museum field including contributions through innovative thought and approaches.
- Describe the recommendee's involvement in local community.
- Describe how the recommendee has promoted professional growth among museum professionals through mentoring and/or organizational and financial support.
- Describe how the recommendee has helped advance the museum's mission as it relates to the museum field or public outreach.
- Describe how the recommendee's contributions have helped to heighten awareness and interest in the culture of Oklahoma.

Project Awards

Nominated projects must have been completed or in use between January 1, 2023 and June 30, 2024. Project awards must be submitted by a current OMA museum member. If the museum's membership is not current, you can join or renew [here](#).

Joint Projects

Joint projects are accepted. Award entry must be submitted by a current OMA museum member. The joint partner must also be an OMA member at any level (Individual, Museum, Partner, or University). For example, a consultant may be recognized for their work on an exhibit along with the museum. Both the museum and the consultant name will appear on any award made. Each joint partner will receive one award certificate and digital award badge.

Project Expense Levels

The size of the overall project expense should include staff salaries and any contracted labor. If staff are paid by another entity, a good faith estimate of salaries should be included. See page 7 for a sample of the budget form you will complete online.

Under \$10,000 • \$10,000 - \$50,000 • Over \$50,000

Judging Criteria

Project awards will be reviewed on their own merit within each project expense level based on the nomination materials provided.

Exhibits

Rented/borrowed exhibits are not eligible even if the institution incorporates their own materials. New exhibits or exhibits with a major expansion/addition will be considered (simply switching out objects and labels will not make an exhibit eligible). Gallery interactives and technology related to the exhibit are considered as part of the exhibit and included in this award. **Only one submission per OMA museum member is allowed in this category.**

Nomination Materials for Exhibit Award

- Total cost of project - Amount can be an estimate. Total cost would include staff salaries, goods and services, in-kind, etc.
- Photos to adequately demonstrate nature of project (max 12 photos in one pdf document)
- Short summary (75 word limit) about the project to be used for awards recognition if selected
- Sample of label copy
- Narrative addressing the following items. IF this is a joint project, be sure to indicate the contributions of each party in the narrative. (pdf file)
 - Describe how the project benefits the public while meeting the museum's mission.
 - Describe any innovative design, content, or audience engagement.
 - Describe how the museum addressed best practices in access, inclusion, or multiple perspectives. How were the needs of existing and potential audiences considered?
 - Indicate if project content utilized primary research meeting scholarly standards.
 - In what ways did the project advance the museum's professionalism?
 - Did the museum assess the effectiveness of the exhibit through evaluation? Were any modifications made as a result of the evaluation?
 - Did the museum use technology, interactives, or other methods of engagement to enhance the audience experience?

Enter Exhibits Award [here](#).

Outreach or Education Program

Education programs, festivals, workshops, performances, printed or digital curriculum, etc. New outreach or education programs only, unless it is a major expansion/addition to an existing outreach or education program. **Only one submission per OMA museum member is allowed in this category.**

Nomination Materials for Outreach or Education Award

- Total cost of project - Amount can be an estimate. Total cost would include staff salaries, goods and services, in-kind, etc.
- Photos to adequately demonstrate nature of project (max 12 photos in one pdf document)
- Short summary (75 word limit) about the project to be used for awards recognition if selected
- Narrative addressing the following items. IF this is a joint project, be sure to indicate the contributions of each party in the narrative. (pdf file)
 - Describe how the project benefits the public while meeting the museum's mission.
 - Describe how the project meets the museum's overall education goals.
 - Describe how the project is innovative, original, or creative. Does it break new ground for Oklahoma museums?
 - Indicate if project content utilized primary research meeting scholarly standards.
 - In what ways did the project advance the museum's professionalism?
 - Describe the intended audience for the project.
 - Did the museum assess the effectiveness of the outreach or education program through evaluation? Were any modifications made as a result of the evaluation?

Enter Outreach or Education Program Award here.

Promotional Piece

Brochure, invitation, press kit, poster, website, video, commercials, advertising, social media, newsletter (print or online), etc. **Only one submission per OMA museum member is allowed in this category.**

Nomination Materials for Promotional Piece Award

- Total cost of project - Amount can be an estimate. Total cost would include staff salaries, goods and services, in-kind, etc.
- Photos (max 12 photos in one pdf document), digital copy, on online access (provide url) to promotional/advertising piece, website, video or commercial to adequately demonstrate nature of project
- Short summary (75 word limit) about the project to be used for awards recognition if selected
- Narrative addressing the following items. IF this is a joint project, be sure to indicate the contributions of each party in the narrative. (pdf file)
 - Describe how the project benefits the public while meeting the museum's mission.
 - Describe how the project is innovative, original, or creative.
 - Describe how the project follows best practices in design.
 - What effort was made to ensure the project was easy to use/access by multiple audience types?

Enter Promotional Piece Award here.

Publication

Magazine, exhibition catalogue, book, etc. **Only one submission per OMA museum member is allowed in this category.**

Nomination Materials for Publication Award

- Total cost of project - Amount can be an estimate. Total cost would include staff salaries, goods and services, in-kind, etc.
- Photos (max 12 photos in one pdf document), digital copy, on online access (provide url) to magazine, exhibition catalog, book, etc. to adequately demonstrate nature of project
- Short summary (75 word limit) about the project to be used for awards recognition if selected
- Narrative addressing the following items. IF this is a joint project, be sure to indicate the contributions of each party in the narrative. (pdf file)
 - Describe how the project benefits the public while meeting the museum's mission.
 - Describe how the project is innovative, original, or creative.
 - Describe how the project follows best practices in graphic design.
 - Indicate if project content utilized primary research meeting scholarly standards.
 - What effort was made to ensure the project was easy to use/access by multiple audience types?

Enter Publication Award here.

Special Project

This category is for projects that are stand-alone and do not meet the criteria of the other project categories. Projects in this category might be conservation, historic preservation, documentaries, blogs, interactive games, etc. **Only one submission per OMA museum member is allowed in this category.**

Nomination Materials for Promotional Piece Award

- Total cost of project - Amount can be an estimate. Total cost would include staff salaries, goods and services, in-kind, etc.
- Photos (max 12 photos in one pdf document), digital copy, on online access (provide url) to documentaries, blogs, social media, etc. to adequately demonstrate nature of project
- Short summary (75 word limit) about the project to be used for awards recognition if selected
- Narrative addressing the following items. IF this is a joint project, be sure to indicate the contributions of each party in the narrative. (pdf file)
 - Describe how the project benefits the public while meeting the museum's mission.
 - Describe how the project is innovative, original, or creative.
 - Describe how the project follows best practices and/or utilizes primary research meeting scholarly standards.
 - Describe how the project advanced the professionalism of the museum.x
 - Did the museum assess the effectiveness of the project through evaluation? Were any modifications made as a result of the evaluation?
 - What effort was made to ensure the project was easy to use/access by multiple audience types?

Enter Special Project Award here.

SAMPLE OF THE ONLINE PROJECT BUDGET FORM

Project Expense List

Total ALL Project Expenses *

Construction/Building Materials

In-Kind Donations

Postage

Printing

Supplies

Other Expense One

Other Expense Two

Other Expense Three

Other Expense Four

Staff Salaries *

Total Number of Staff Hours for Project (estimated) *

List of Staff/Volunteers and Their Project Role

Note: If using the Other Expense boxes to make your online award entry (boxes pictured at left), please list the expense and amount.

Example: Staff travel to present program \$350