



The Australian Academy of the Humanities Crawford Medal 2020

Nomination Guidelines

The **Crawford Medal** is Australia's most prestigious award for achievement and promise in the Humanities. It is presented annually to an early-career scholar working and publishing in the humanities, whose publications contribute towards an understanding of their discipline by the general public. The Crawford Medal is based on a nomination process.

The Medal celebrates the outstanding career of the late Max Crawford, Foundation Fellow of the Academy and eminent historian, who greatly influenced the teaching of history in Australian universities and schools. The award is funded through the proceeds of a bequest to the Academy by Professor Crawford.

A. ELIGIBILITY

Nominees must be Citizens or Permanent Residents of Australia. Nominees must be in the early stages of their careers, which will be determined, *inter-alia*, by how recently a PhD was conferred. In normal circumstances it should have been conferred no more than five years prior to the closing date for nominations.

B. SELECTION CRITERIA

1. **Quality and Impact:** The nominee's work must be both of high quality, and deep impact. It must be academically sound and thoroughly researched and have contributed to a deeper understanding of a humanities discipline amongst the general public.
2. **Enrichment of Cultural Life:** The nominee's work must have contributed to the enrichment of the cultural life of Australia, or have the potential to do so.
3. **Media:** The nominee's work can exist in any form, as long as it fulfils the selection criteria. It could be a monograph, a television or radio documentary, a series of journal articles, a scholarly website or a film of academic merit, etc.
4. **Goal Focused:** The nominee's work must focus specifically on a particular research goal within the wider discipline. For example, for a series of journal articles to meet this criterion, they must all have in their purpose the development and/or conclusion of a specific path of research in a humanities discipline.

C. NOMINATION

The Award of the Crawford Medal is based on a nomination process. **Self-nominations are not accepted.** The nominator must provide the Academy with the following material:

1. **A citation by the nominator** (1500 words max.) addressing the Award selection criteria, confirming eligibility, and highlighting the importance of the nominee's work.
2. **A brief curriculum vitae** (max. five A4 pages) of the nominee, including a summary of the nominee's career, evidence of the nominee's commitment to a discipline in the humanities and major awards and fellowships. A list of the nominee's most significant publications relevant to the award should be included in the five pages.
3. **References from two** eminent scholars (other than the nominator). Referees should address the selection criteria, indicating the contribution made by the nominee to the relevant field, and interactions they have had with the nominee. It is preferable that referees are not from the same institution as the candidate.
4. **Supporting material**, such as published reviews of the work or works in question, or prizes received by the author, etc.

The following must also be taken into consideration when nominating:

- The nominator **must** obtain the permission of the nominee before nomination.
- Previously successful nominees are **ineligible**.
- Previously unsuccessful nominees are **eligible** with respect to the same work for which their nomination was made previously, provided that the relevant documents have been updated and they still meet all eligibility requirements.

D. CONDITIONS

1. The award consists of a Medal and a certificate granted by the Awards Committee of the Council of the Australian Academy of the Humanities.
2. The Medal will be presented at the Fellows' Dinner, held in conjunction with the Academy's Annual Symposium. The nominee will receive an invitation to the dinner, and a domestic economy airfare and accommodation will be provided if necessary.
3. The Medal is awarded annually. If no suitable nominations are forthcoming, the Awards Committee reserves the right not to award the Medal.
4. The Awards Committee reserves the right to solicit nominations, which will be subject without favour to the same deadlines and competitive processes as unsolicited nominations.
5. The Awards Committee's decision is final; no correspondence will be entered into.
6. The Academy Secretariat and its staff are not responsible for any Committee decisions and are unable to discuss selection procedures, issue reports or give advice on the progress of nominations.

E. PROCEDURE

All nominations must be lodged electronically via our online application system by **5pm AEST Monday 20 April, 2020** using our online application system which can be found on the [Crawford Medal website page](#).

The successful nominee will be informed of the decision by email.

For further information, please contact the Secretariat on (02) 6125 9860, or email us at grants@humanities.org.au

Frequently Asked Questions

Q. When do nominations close?

A. Applications close **at 5.00pm AEST on Monday April 20, 2020.**

Q. How do I submit a nomination?

A. All nominations must be submitted via our online application system which can be found on the [Crawford Medal website page](#).

Q. Can I submit a nomination on behalf of myself?

A. No. Self-nominations are not accepted.

Q. Is the Crawford Medal closed to nominees who received their PhD more than five years ago?

A. At the discretion of the Awards Committee, nominees who have received their PhD more than five years ago but who can demonstrate a significant, commensurate period of career interruption (such as maternity or parental leave, carer's responsibility, illness, unemployment or non-research employment) may be considered eligible. A justification for the career interruption must be submitted as part of the proposal.

Q. My nomination for the Crawford Medal was unsuccessful in a previous year. Am I eligible to reapply?

A. Previously unsuccessful nominees are eligible to apply with respect to the same work for which their nomination was made previously, provided that the relevant documents have been updated and all other eligibility requirements are met.

Q. I am having difficulty finding referees from outside my own department. How should I deal with this?

A. It is important that you select referees who are capable of conveying the merits of your work. We do understand that in some cases the most appropriate people to comment on your work will be located within your own department. If this is the case, please ask your referee to include in their letter a short statement as to why they are the most appropriate person to provide a reference. It is strongly recommended that at least one of your referees is based outside your department.

Q. Is it possible for referees to provide a reference for more than one nominee?

A. Yes, referees may provide a reference for more than one nominee.

Q. How should I attach documents to the online application form?

A. All attachments must be PDFs. The attachments are required to be uploaded in the following format:

[Nominee's SURNAME] – CV

[Nominee's SURNAME] – Reference 1

[Nominee's SURNAME] – Reference 1

For supporting material please use the following format for up to three files:

[Nominee's SURNAME] – SM1

[Nominee's SURNAME] – SM2

[Nominee's SURNAME] – SM3