

# CULTURAL MEDALLION & YOUNG ARTIST AWARD

## **NOMINATION GUIDELINES**

*Application Deadline: Friday, 7 February 2020, 6pm (Singapore Time)*

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### **I ABOUT THE CULTURAL MEDALLION**

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#### **CULTURAL MEDALLION**

The Cultural Medallion is Singapore's highest artistic accolade, recognising individuals whose artistic excellence as well as contribution and commitment to the arts have enriched and shaped Singapore's cultural landscape. Since it was established in 1979, the Cultural Medallion has been awarded to 126 artists in the fields of film, literary arts, performing arts and visual arts.

Each Cultural Medallion recipient will be able to access the Cultural Medallion Fund of \$80,000. The Fund supports recipients' continuous artistic pursuits and efforts towards advancing Singapore's artistic development for the benefit of society.

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### **II ELIGIBILITY AND SELECTION CRITERIA**

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#### **ELIGIBILITY**

Nominees must be Singapore Citizens or Permanent Residents of Singapore who are of good character.

Nominations for the Cultural Medallion are accepted for living artists. The Cultural Medallion will not be conferred posthumously.

#### **SCOPE OF AWARDS**

The Cultural Medallion recognises artists who have made and continue to make significant contributions and a positive impact in the fields of film, literary arts, performing arts and visual arts.

From 2013, artists engaging in multiple artistic fields or cross-disciplinary practice can be nominated in multiple art form categories in a single nomination.

*Last Updated on 18 December 2019*

**ASSESSMENT  
CRITERIA FOR  
CULTURAL  
MEDALLION**

Cultural Medallion nominees are assessed upon the extent to which they have achieved or demonstrated all of the following:

- a. Artistic excellence and professional maturity, evidenced by an outstanding and distinctive body of work;
- b. Extraordinary contribution and leadership in:
  - Shaping the development of Singapore’s arts and culture;
  - Advancing his/her field of arts practice; and
  - Bringing the arts to the local public through educational and/or community development efforts.
- c. Being an inspiration and role model to other artists; and
- d. Good standing and recognition internationally.

### III **NOMINATION & SELECTION PROCESS**

**WHO CAN  
NOMINATE?**

The Cultural Medallion is open for public nominations once a year. Concurrently, the National Arts Council will invite individuals with a strong interest in and knowledge of arts and cultural development in Singapore to submit nominations.

Self-nominations and nominations by immediate family members<sup>^</sup> and staff of the National Arts Council will not be accepted.

*<sup>^</sup>Immediate family members refer to the nominee’s spouse, parents (including step-parents and parents-in-law), children and siblings.*

**SELECTION  
PROCESS**

All eligible nominations received by the National Arts Council will be evaluated by Specialist Panels, comprising people established in the various artistic fields, appointed by the National Arts Council.

Besides artistic merit, the selection process will also consider nominees’ potential to be role models. The final recommendations will be presented to the Minister for Culture, Community and Youth for approval.

**AWARD AND  
NOTIFICATION**

The Cultural Medallion will be presented by the President, Republic of Singapore at the Cultural Medallion and Young Artist Award Ceremony.

NAC will inform all nominators and nominees about the outcome of their nomination by end October.

Note: NAC reserves the right to not disclose the reasons for the outcome of any nomination, and to reject any incomplete/late nomination.

## IV HOW YOU CAN NOMINATE (for the nominator to note)

**IMPORTANT**

A complete nomination consists of the following sections:

Sections	Submission Mode
1. <b>Submission of nomination by Nominator</b>	CMYAA Portal: <a href="http://www.nac.gov.sg/e-services/cmymaa">www.nac.gov.sg/e-services/cmymaa</a>
2. Acceptance of nomination by Nominee	CMYAA Portal: <a href="http://www.nac.gov.sg/e-services/cmymaa">www.nac.gov.sg/e-services/cmymaa</a>
3. Submission of Nomination Package by Nominee	Please refer to Section V: Nomination Package. (i) Items 1, 2, 3, 6 and 7 to be submitted through CMYAA Portal <a href="http://www.nac.gov.sg/e-services/cmymaa">www.nac.gov.sg/e-services/cmymaa</a> (ii) Items 4 and 5 to be submitted through: <ul style="list-style-type: none"> <li>- CMYAA Portal (either by submitting an existing link on the portal or by submitting portfolio through Dropbox link provided on the portal); or</li> <li>- Hard copy submission, by post or delivered to NAC.</li> </ul>

The above 3 sections must be submitted to NAC before **Friday, 7 February 2020, 6pm (Singapore Time)**.

**Prepare the following details and documents:**

**STEP 1 →**

- (i) Your SingPass or CorpPass (if you are nominating on behalf of an organisation) login details
- (ii) Your Nominee's name, contact number, email address, last 4 characters of NRIC and art form
- (iii) Basis and reasons for your nomination

**STEP 2 →**

**Submit your nomination** at [www.nac.gov.sg/e-services/cmymaa](http://www.nac.gov.sg/e-services/cmymaa)

**STEP 3 →**

**After you have successfully submitted your nomination, your nominee will be notified via email.**

Please note that the nomination is only complete after your nominee (i) accepts the nomination via the link provided in the email and (ii) submits his/her Nomination Package according to **Section V: Nomination Package**.

**STEP 4 →** As a nominator, you are encouraged to get in touch with your nominee to notify him/her of your nomination.

To complete the nomination, work closely with your nominee to confirm he/she received your nomination, accepts your nomination through the CMYAA portal and prepares his/her Nomination Package according to **Section V: Nomination Package**.

The following nominations will not be considered:

- Self-Nominations
- Nominations by immediate family members<sup>^</sup> and staff of the National Arts Council
- Late and/or incomplete submissions

<sup>^</sup> Immediate family members refer to the nominee's spouse, parents (including step-parents and parents-in-law), children and siblings.

## **V NOMINATION PACKAGE** *(for the nominee to note)*

**IMPORTANT**

A complete nomination consists of the following sections:

Sections	Submission Mode
1. Submission of nomination by Nominator	CMYAA Portal: <a href="http://www.nac.gov.sg/e-services/cmyaa">www.nac.gov.sg/e-services/cmyaa</a>
2. <b>Acceptance of nomination by Nominee</b>	CMYAA Portal: <a href="http://www.nac.gov.sg/e-services/cmyaa">www.nac.gov.sg/e-services/cmyaa</a>
3. <b>Submission of Nomination Package by Nominee</b>	(i) Items 1, 2, 3, 6 and 7 to be submitted through CMYAA Portal <a href="http://www.nac.gov.sg/e-services/cmyaa">www.nac.gov.sg/e-services/cmyaa</a> (ii) Items 4 and 5 to be submitted through: <ul style="list-style-type: none"> <li>- CMYAA Portal (either by submitting an existing link on the portal or by submitting portfolio through Dropbox link provided on the portal); or</li> <li>- Hard copy submission, by post or delivered to NAC</li> </ul>

The above 3 sections, including the Nomination Package must be submitted to NAC before **Friday, 7 February 2020, 6pm (Singapore Time)**.

**Your Nomination Package should include the following materials:**

1. **Photocopy/Scanned copy of your NRIC (front and back)**

**2. Bio**

Write-up (up to 500 words) on:

- a) your artistic practice;
- b) your role in the arts;
- c) your key and significant artistic creations/performances/ achievements and past positions or roles in organisations/groups; and
- d) any other information which will provide insights into your artistic practice and/or contributions to the arts in Singapore.

**3. Curriculum Vitae (CV)**

Please indicate clearly the **name, year and your role** in each item listed on your submitted CV.

**4. Portfolio: Up to 5 Most Recent Works\*** (Works produced within the last 3 years.) As indicated in the portal, please include details describing each work submitted. For hard copy submissions, please prepare two sets of your works.

**5. Portfolio: Up to 5 Best Works\*** (Significant works that have been critically recognised and are most representative of your practice.) As indicated in the portal, please include details describing each work submitted. For hard copy submissions, please prepare two sets of your works.

\*These should be works that you would like to highlight to the Specialist Panel.

**6. Letter(s) of support**

Please adhere to all of the following guidelines when preparing letters of support:

- a) Letters of support should **not** be written by the nominator;
- b) At least 1 letter should be written by a member of the arts community in Singapore;
- c) Letters must specifically address nomination for the 2020 Cultural Medallion. Please do not submit letters from other events/programmes etc.; and
- d) Letters dated more than 3 years ago (before 1 January 2017) should not be submitted as they will not be considered.
- e) For nominations in more than 1 art form: Please submit at least 1 letter for every art form you have been nominated in (*e.g. if you have been nominated for both Music and Theatre, please submit at least 1 letter for Music and 1 letter for Theatre*).

Note: The same letter can be used to fulfil requirements b) and c).

## 7. **[Optional] Other supporting documents**

Supporting documents such as press reviews, critical essays, articles, and any other documents which may provide insights into your artistic practice and/or contribution to the arts in Singapore.

If you have articles in languages other than English, please provide a summary of the articles in English as indicated in the portal.

### STEP 1 →

**Log in to [www.nac.gov.sg/e-services/cmyma](http://www.nac.gov.sg/e-services/cmyma) to accept your nomination. Click on “Nomination Package Submission”. Follow the step-by-step guide provided on the portal.**

Items 1, 2, 3, 6 and 7 are to be uploaded on the portal. Portfolio items 4 and 5 can be submitted by (i) sharing an existing weblink through the portal, (ii) submitting files through the Dropbox link provided on the portal or (iii) hard copy submission to NAC.

### **Instructions for Portfolio Submission through Dropbox**

- Step 1: Zip all your materials into 1 zip file and name it according to the following format: **<Type of Award\_Art form\_Application Number\_Name>.zip**
- Step 2: Upload the zip file onto the Dropbox link provided on the portal: <https://www.dropbox.com/request/z32QIBRRSAWKmABcU2zm>

### Note:

- A Dropbox account is not required to submit your portfolio through the Dropbox link.
- Do not upload multiple files onto the Dropbox link. Should we receive multiple files under the same application reference number, we will only refer to the first file submitted for consideration.
- Please take note that you will not be able to access files that have already been uploaded. A green check mark indicates that your file has been successfully uploaded.
- Files that cannot be opened or played will render the nomination incomplete and ineligible. The format of the files should be as follows:

File	Format
Still images / Documents / Articles / Manuscripts	PDF
Video / Audio Recordings	Any of the following format: <ul style="list-style-type: none"> <li>• AVI / AAC / FLV / MP3 / MP4 / MKV / MOV / MPEG / MPG / M4V / RM / RMVB / WAV / WMA / WMV, 3GP</li> </ul>

### **Submission of hard copy portfolio items via post (if any)**

If you have hard copy materials which may be difficult to digitise, you may send them to us via post.

**STEP 2 →**

Please **DO NOT**:

- a) Submit the master copy or original copy of your works. NAC will not be liable for any loss of portfolios or works if the original / master copies are submitted.
- b) Submit any documents larger than A4 size
- c) Use binders. Please use either folders or a stapler to organise your documents.

Please only submit a maximum of 5 Most Recent Works and 5 Best Works, regardless of the formats they are submitted in. Please provide 2 sets of the hard copy materials.

**Send your hard copy portfolio items (if any) to the address below:**

2020 Cultural Medallion and Young Artist Award Nominations  
National Arts Council  
90 Goodman Road, Goodman Arts Centre  
Blk A, #01-01  
Singapore 439053

**ENQUIRIES**

For enquiries, please email [nac\\_cmyaa@nac.gov.sg](mailto:nac_cmyaa@nac.gov.sg), or contact:  
Lee Ju-Lyn (DID: +65 6346 9198)  
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## VI FREQUENTLY ASKED QUESTIONS

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### ABOUT THE AWARDS

**What does the Cultural Medallion recognise?**

The Cultural Medallion (CM) is Singapore's highest artistic accolade, recognising individuals whose artistic excellence as well as contribution and commitment to the arts have enriched and helped shape Singapore's cultural landscape.

**What do recipients receive?**

CM recipients will receive a medallion and a certificate. Each Cultural Medallion recipient will also be able to access the Cultural Medallion Fund of \$80,000. The Fund supports recipients' continuous artistic pursuits and efforts towards advancing Singapore's artistic development for the benefit of society.

In addition, CM recipients will be profiled in an award ceremony publication and video which will document their artistic journey and contributions.

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### NOMINATIONS

**Who can nominate?**

Nominations for the Cultural Medallion are open to public once a year. Self-nominations and nominations from immediate family members<sup>^</sup> and staff of the National Arts Council are not accepted.

*<sup>^</sup>Immediate family members refer to the nominee's spouse, parents (including step-parents and parents-in-law), children and siblings.*

**Can I nominate someone posthumously?**

No. Nominations for the Cultural Medallion are only accepted for living artists. The Cultural Medallion will not be conferred posthumously.

**Does the number of nominations/nominators affect the nominee's chances of receiving the award?**

No. Each nominee is assessed by specialist assessment panels according to the extent to which he/she meets the published criteria for the award. The number of nominators or nominations for a nominee does not affect the likelihood of him/her receiving the award.

**Can I submit more than one nomination?**

Yes. Nominators may submit more than one nomination for each award.



**Can I resubmit a nomination which was not previously successful?**

Yes. A nominator may resubmit nomination(s) which were previously not successful. However, please also include the nominee's updated portfolio and CV.

**Must my nominee know of his/her nomination?**

Yes. Your nominee will need to agree to be nominated by accepting your nomination via the CMYAA portal.

## ***Nomination Package (for nominees to note)***

**What happens to my nomination package submission?**

All submissions will be reviewed during the award assessment. If you have submitted any hardcopy materials, they will be retained by the National Arts Council until the Cultural Medallion and Young Artist Award Ceremony in late October. If you wish to have the hardcopy materials returned to you, we will arrange a time for you to collect the submitted materials from the National Arts Council in early November. If you do not wish to have your portfolio back, it will be disposed of by 31 December 2020.

**What else can help support my nomination?**

You are strongly encouraged to include any other materials, including letters of support, media reviews, articles, and critical essays, which best reflect the level of excellence and impact of your contributions to the arts and cultural scene.

## ***SELECTION PROCESS***

**Is there a set number of recipients each year?**

No. Recipients are assessed on how well they meet the awards' criteria.

**How is the selection process carried out?**

The awards process starts with a public nomination, followed by a shortlisting of the nominees by specialist assessment panels appointed by the NAC. Besides artistic merit, the selection process will also consider nominees' potential as role models.

Final recommendations will be submitted to the Minister for Culture, Community and Youth for approval.

## ***NOTIFICATION***

**When will I be notified of the outcome of my nomination?**

NAC will inform all nominators and nominees about the outcome of their nominations before end October.