



Governor's Archives Awards How to Submit a Nomination

A Nomination Packet has Three Parts:

- Nomination Cover Sheet
- Description of the Nominee
- Supporting Materials

Nomination Cover Sheet

A completed copy of the nomination cover sheet must be included in the nomination packet.

Description of the Nominee

A typewritten, double-spaced narrative describing the archival program or project, collection, issue, or individual being nominated must be included in the nomination packet. The narrative **may not exceed** five (5) double-spaced pages. A brief timeline of events must also be included in the nomination packet.

Supporting Materials

Nominations may also include supporting material to establish the merits of the work being nominated. All submitted supporting materials become the property of Wisconsin Historical Records Advisory Board (WHRAB) and will not be returned.

If the nomination is for an original work, submit five (5) physical copies or one (1) electronic copy of the work. Examples of original works include—but are not limited to—films, videos, written lectures, photographs, collection finding aids, databases, and compact discs.

If the nomination is for a new or significantly expanded archival program, at the discretion of the nominator, three (3) letters of support **may** be submitted from individuals not affiliated with the program but have substantial knowledge of the activities being nominated. Each letter **may not exceed** three (3) typewritten, double-spaced pages.

Questions?

For questions about eligibility, please visit www.wisconsinhistory.org/Records/Article/CS3616

For other questions, please contact WHRAB Coordinator Abbie Norderhaug at abbie.norderhaug@wisconsinhistory.org or (608) 264-6478.

Submitting Nominations

The nomination packet—including the nomination cover sheet, description of the nominee, and supporting materials—should be sent to abbie.norderhaug@wisconsinhistory.org

Nominations may also be mailed to:

Wisconsin Historical Society
Governor's Archives Awards
Attention: Abbie Norderhaug
816 State Street, Room 430
Madison, WI 53706