

ŽIVA Award 2023 - Entry Form

On-line registration form (open
until February 28, 2023)

***Required**

Entry Data

Please fill out in national language or in English

1. Name of the Museum in national language *

2. Name of the Museum in English *

3. Director *

4. Street Name and Number, Postal Code, Country *

5. Telephone *

6. Website, Facebook, Instagram, YouTube, LinkedIn, TikTok, Other *

Contact Person

7. Name *

8. Position *

9. Telephone *

10. E-mail *

Museum Information

11. Location *

12. Status (National, Regional, Municipal, Private, etc) / Annual Budget / Financing *
Max. 500 characters including spaces

13. Number and kind of Collections *
Max. 500 characters including spaces

14. Collection items (number). Collection management (cataloguing -manually/digitally- online access, Europeana...) *

Max. 500 characters including spaces

15. Exhibition and Storage Spaces / Conservation Labs / Administration (in m2) *

Max. 100 characters including spaces

16. Visitor Facilities *

Tick all that apply.

- Information desk
- Museum shop
- Lockers
- Café – Restaurant
- Conference hall
- Library – reading room
- Ramps – Elevators for disabled
- Other (describe below)

17. Other - max. 500 characters including spaces

18. Number of Permanent Employees / Number of Curators *

19. Number of Temporary Employees *

20. Number of Volunteers *

Visitors

21. Opening Hours *

22. Number of Visitors in 2022 total *

23. Number of Visitors in 2022 - Adults *

24. Number of Visitors in 2022 - under 18 *

25. Number of Visitors in 2022 - Schools *

26. Number of Visitors in 2022 - Persons with Disabilities *

27. Admission fee *

Summary of the Museum

28. Short presentation of the Museum - English *

Max. 1000 Characters including spaces

29. Short presentation of the Museum - National language *

Max. 1000 Characters including spaces

30. Organizational Structure *

Max. 800 Characters including spaces

31. Mission, vision, and goals of the Museum *

Max. 1000 Characters including spaces

Detailed description of the results

32. Activities and Projects *
Max. 1000 Characters including spaces

33. Online presence and social media networking *
(website, multimedia applications, social media, etc.) with respect to accessibility, quality and quantity - Max. 1000 characters including spaces

Attachments

34. Letter of Consent *
Signed and in pdf format (https://www.fsk.si/wp-content/uploads/2023/01/Ziva-Award-2023_Letter-of-Consent.docx)

Files submitted:

35. Declaration of Entrant *
Signed and in pdf format (https://www.fsk.si/wp-content/uploads/2023/01/Ziva-Award2023_Declaration-of-Entrant.docx)

Files submitted:

36. Copyright Authorisation *

Signed and in pdf format (https://www.fsk.si/wp-content/uploads/2023/01/Ziva-Award-2023_Copyright-Authorization.docx)

Files submitted:

37. Institution Logo *

Files submitted:

38. Images - Exterior & General views of Exhibition *

Up to 10 digital images, 300 dpi in JPEG format, with at least one exterior and general views of the exhibitions

Files submitted:

39. Images *

Up to 10 pictures which illustrate your strong candidature for the Award.

Files submitted:

40. Video (max. 3 minutes) *

Pictures and video must be free of copyright and accompanied by an authorization, which enables FSK and EMA to use them for non-commercial purposes in its printed materials, on the Internet as well as in training programmes. This video will also be used for the presentation of the museum.

Files submitted:

41. Others

Up to 5 electronic or scanned copies of a brochure, leadet or other publicity material you wish to include (not obligatory).

Files submitted:

Press SUBMIT to confirm your Živa Award 2023 on-line application!

