**CLGA National Portrait Collection Nomination Form**

**Background of the National Portrait Collection**

The National Portrait Collection (NPC) is a central part of our archival holdings at the Canadian Lesbian and Gay Archives (CLGA). The collection was established in 1998 with 25 original portraits, and coincided with our 25th anniversary. Since then, the collection has grown to over 70 portraits of noteworthy individuals such as Dr. Alan Li, Glen Murray, K.D. Lang, Douglas Stewart, Carmen Paquette, Shani Mootoo, Craig Russell, Kyle Scanlon, Nicole Brossard, and Carole Pope. In celebration of LGBTQ2+ communities, the collection is regularly exhibited between our home in Toronto and venues across Canada. We are committed to continuous expansion of the collection and thereby are actively contributing to our own historical record.

The CLGA acknowledges and is committed to addressing historical inequities within our organization. We encourage the nomination of marginalized communities including those that identify as women, trans, non-binary, gender non-conforming, Black, Indigenous, people of colour, and persons with disabilities.

 **Eligibility of the Nominator and Nominee**

What we are looking for in a nominee:

One person or group who:

* Has made contributions to the LGBTQ2+ communities in Canada.
* Has made significant contributions on a local, regional, national, or international level.
* Is alive or deceased.
* Identifies with any gender or sexual orientation.
* Is of any nationality.
* Is not on the jury for the National Portrait Committee.

What we are looking for in a nominator:

* Any member or group from the CLGA or LGBTQ2+ communities
* Above the age of 18.
* Is a Canadian resident.

**Nomination Requirements**

Nominee and Nominator must meet all the eligibility requirements.

The Nominator may nominate more than one individual and must submit the following completed nomination form along with any material she/he/they think best supports their case for inducting the nominee. This form should be accompanied by the nominee's contact information *(if known and available).* Examples of such support material might include *(but are not limited to*) printed matter and audiovisual records. The nomination form should also include a minimum of five (5) letters of reference/personal testimonials with pertinent contact information. Support material compiled by the nominator can be accompanied by a description of no more than 500 words, and is the most significant part of the nomination form. The NPC Committee will use all of this data when creating a nomination profile, which will be used to highlight the nominee’s contribution to the community. If you need support with your application, please contact Jennifer Aja Fernandes at outreach@clga.ca

**Complete and attach this form with your nomination package. If the information exceeds the space allocated, please type on a separate page and attach. The form must be typed for legibility.**

**Nominee:**

First Name:

Last Name:

Address (number, street, city, province, postal code, if known):

Telephone No (if known):

Email Address (if known):

**Nominator(s)**

First Name:

Last Name:

Address (number, street, city, province, postal code):

Telephone No:

Email Address:

**Reference 1**

Name:

Telephone No:

Email Address:

**Reference 2**

Name:

Telephone No:

Email Address:

**Reference 3**

Name:

Telephone No:

Email Address:

**Reference 4**

Name:

Telephone No:

Email Address:

**Reference 5**

Name:

Telephone No:

Email Address:

**Description**The description is the most significant part of the nomination form. Please explain what significant contributions the nominee has made to the growth of LGBTQ2S+ communities in Canada. (maximum 500 words)

**Signature of Nominator(s)**

**Date:**

**Nomination packages can be submitted:**

• in person during public service hours to:

 Canadian Lesbian and Gay Archives

 34 Isabella Street

 Toronto ON

 Phone: 416-777-2755

• or by mail to (must be postmarked by deadline date):

 Canadian Lesbian and Gay Archives

P.O. Box 699

 663A Yonge Street

 Toronto, ON M4Y 1Z9

• or by email to:

 npc@clga.ca

If you need support with your application, please contact Jennifer Aja Fernandes at outreach@clga.ca

**Nomination and Induction Process**

**Nomination Submission Deadline: November 16, 2018**

1. Members of the general public submit a completed nomination form along with all materials supporting the nomination.

2. The CLGA Curatorial Committee reviews all nominations for their eligibility.

3. CLGA selects a jury to select the nominees to be inducted.

4. A jury will give due consideration to all those individuals nominated and select those nominees to be inducted.

5. The National Portrait Collection (NPC) Committee will profile the nominees to document their contributions to the community.

6. If possible, the NPC Committee will contact the nominee to ascertain whether they would accept their induction.

7. Portrait artists will be selected by the inductee(s).

8. The NPC Committee will present the list of recommended nominees and the artists who will execute the portraits to the CLGA Board of Directors for final approval.

9. Artist(s) will be commissioned.

10. The induction of the nominees will take place at a reception hosted by the Board of Directors.

– CLGA and the National Portrait Collection Committee.