



HEYDAR ALIYEV  
FOUNDATION

## ICESCO-Azerbaijan Natavan Heritage Excellence Award

### Application form for individuals

#### 1. General information

ICESCO-Azerbaijan Natavan Heritage Excellence Award aims to highlight the best practices in conservation and management within ICESCO Member States. It is encouraging the adoption of advanced methods and fostering collaboration among countries to preserve and enhance their heritage. The award also seeks to recognize and celebrate the contributions of exceptional individuals whose efforts demonstrate excellence in the safeguarding of cultural heritage.

This nomination form should be submitted with all supporting annexes and documents by 30<sup>th</sup> October 2025 to heritage centre at ICESCO email: [heritage@icesco.org](mailto:heritage@icesco.org).

Applicants for project award / individual award should carefully read the role of procedure to ensure their eligibility to submit their projects / achievements.

Applications must be officially **signed and stamped** by the applicant and endorsement by the National Commission will be an add advantage.

#### Submission email and important dates:

- Application Deadline: **30th October, 2025**
- Announcement of Winners: **18th April, 2026**
- Submission Email: [heritage@icesco.org](mailto:heritage@icesco.org)



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## The Application

Applicants **must complete** all sections of this application. Incomplete applications—those with missing information or sections—will not pass the initial assessment.

Applicants are free to design their application layout as they prefer. However, they must respect the **maximum word or page limits** specified under each section of the application. All text must be presented in a font size no smaller than 12 points to ensure readability.

### Application Sections (for individuals):

#### First: Applicant Resume

Basic details about the individual applicant, including relevant background information.

#### Second: Professional experience

A summary of the applicant's professional background, expertise, current affiliation and role in the field of cultural heritage protection, conservation, or management.

#### Third: Outstanding Contributions to the Cultural heritage field

A description of the applicant's key achievements and impact, demonstrating how their work aligns with the award's purpose and criteria.

#### Fourth: Documentation

Supporting materials such as photographs, videos, publications, or other relevant evidence that illustrate the applicant's contributions and the outcomes of their work.

#### Fifth: Award Contribution

An explanation of how receiving the award will support the individual's ongoing or future efforts to safeguard cultural heritage.

#### Sixth: Personal Endorsement and Copyright

The applicant's signature along with a declaration that submitted materials are original and that copyright permissions have been obtained where applicable. Endorsement by National Commission will be an advantage

#### Seventh: National Commission Endorsement (optional)

A letter or statement of endorsement from the relevant National Commission.



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### **First: Applicant Resume (Up to 2 pages)**

This section should provide a clear and concise overview of the individual applicant. It must include the following:

- **Full Name**
- **Nationality**
- **Date of Birth**
- **Current Position and Affiliation (if applicable)**
- **Contact Information** (email, phone number, and mailing address)
- **Educational Background** (degrees earned, institutions attended, and years of graduation)
- **Languages Spoken**
- **A brief biography** (150–200 words) summarizing the applicant's experience, areas of expertise, and involvement in the field of cultural heritage.
- **Recent Photograph** of the applicant

**Second: Professional experience (Up to 1000 words)**

This section should present a detailed professional background of the applicant and practical experience in the field of cultural heritage. The information should demonstrate the applicant's qualifications, level of expertise, and relevance of their work to the objectives of the award.

**Please include the following:**

- **Current Position and Affiliation:**  
A description of the applicant's current role, responsibilities, and the institution or organization they are affiliated with (if applicable).
- **Relevant Work Experience:**  
A chronological overview of previous positions held, with emphasis on roles related to cultural heritage protection, conservation, restoration, management, or policy development.
- **Areas of Specialization:**  
Highlight the applicant's key fields of expertise (e.g., architecture, archaeology, conservation science, heritage management, etc.).
- **Notable Projects or Initiatives:**  
A brief summary of significant projects or initiatives the applicant has led or contributed to, outlining their scope, objectives, and impact.
- **Professional Memberships or other Affiliations:**  
Include memberships in relevant professional organizations, committees, or working groups.



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### Third: Outstanding Contributions to the Cultural heritage field (up to 4000 words)

This section should highlight the applicant's most significant achievements and demonstrate their impact in the field of cultural heritage. The description should clearly show how the applicant's work aligns with the purpose and criteria of the award, particularly in terms of innovation, leadership, and lasting contribution.

Please include the following:

- **Key Achievements:**

A description of major accomplishments in the protection, conservation, or sustainable management of cultural heritage. These may include successful projects, research contributions, technical innovations, or policy initiatives.

- **Impact and Significance:**

Evidence of how the applicant's work has positively influenced cultural heritage practices at the local, national, or international level. This could involve enhancement in cultural heritage conservation, legislation and management, enhanced community engagement, capacity building, knowledge transfer ..etc.

- **Recognition and Awards:**

Mention any honors, recognitions, or awards the applicant has received that reflect their excellence and leadership in the cultural heritage field.

- **Alignment with Award Objectives:**

A brief explanation of how the applicant's contributions meet the specific eligibility requirements and criteria of the ICESCO Award



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#### **Fourth: Documentation (This section should be submitted as a separate compressed file)**

This section should include supporting materials that provide tangible evidence of the applicant's contributions and the impact of their work in the field of cultural heritage. These materials help validate the achievements and demonstrate the outcomes of the applicant's projects or initiatives.

Please provide:

- **Photographs:** up to 20 High-quality images that showcase key projects, initiatives, key accomplishments, or events related to the applicant's contributions.
- **Video:** one Short, high-resolution clips or a documentary featuring the applicant discussing their contributions to the field of cultural heritage. The video design is up to the applicant. Technical support from a video production specialist is recommended.
- **Publications:** up to 10 Copies or links to relevant articles, research papers, reports, or books authored or co-authored by the applicant.
- **Additional Evidence (up to 10 pages):** Any other relevant documentation, such as media coverage, support letters, project evaluations, or certificates that strengthen the application.

All submitted materials should be clearly labeled and, where applicable, include brief captions or descriptions explaining their relevance.



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### Fifth: Award Contribution

In this section, the applicant should provide a motivation letter **up to 1000 words** including thoughtful and detailed explanation of their motivation for applying, the significance of their work, and how receiving the award will support their ongoing and future contributions to cultural heritage field.

The motivation letter should address the following:

1. **Motivation for Applying:** Explain why you are applying for this award, emphasizing the importance of your work in the cultural heritage field.
2. **Significance of Your Contributions:** Explain how your work has enhanced cultural heritage conservation, or benefited communities, or improved heritage management, or advanced knowledge and practices in the field.
3. **Support from the Award:** Explain how the recognition and resources provided by the award will enhance your ability to safeguard cultural heritage.

4. **Planned Use of Award Funds:**

Provide a clear plan for how you intend to utilize the prize money. Detail any upcoming projects, initiatives, training, or strategic goals that the funds will support.

By addressing these points, applicants can demonstrate not only the value of their past and current work but also their vision for future contributions and how the award will empower them to make an even greater impact.



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**Sixth: Personal Endorsement and copyright**

The signature of the applicant, official stamp (if available) and copyright statement.

*I ..... hereby confirm that the information provided is true and accurate. I also authorize the use of submitted materials for award-related and promotional purposes.*

**Full Name:** \_\_\_\_\_

**Title/Position:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature**

**Official Stamp (if applicable)**





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### **Seventh: National Commission Endorsement**

This section is to be completed by the National Commission(s) of the applicant's country (or countries) of origin.

A separate letter or official statement from the relevant National Commission will be accepted and to be attached to the application.

*The National Commission for Education, Science, and Culture of*

.....[Country Name]

*is pleased to endorse the application of Ms./Mr.:*

.....  
*submitted by.....*

*This applicant's work represents a significant contribution to the safeguarding and promotion of our national cultural heritage. We believe their achievements align with the standards and values upheld by the ICESCO-Azerbaijan Natavan Heritage Excellence Award, and we fully support their candidacy for this award.*

**Signature**

**Official Stamp**