



MY PLACE AWARDS 2021 INFORMATION AND GUIDELINES

DEADLINE: 31 January 2021

For questions please contact: Erin Burke, Scottish Civic Trust Communications and Events Officer
Erin.Burke@scottishcivictrust.org.uk

What are the My Place Awards

Purpose: The My Place Awards celebrate community-led built environment projects that have transformed their locality.

Judging Criteria: The winning project(s) will score highly in the following ways:

Community Involvement, Benefit and Impact

- The community will have been involved in the design of the project from the start of the process right the way through to practical completion in a demonstrable way .
- The project addresses the stated vision and needs of the community – for example, by providing educational resources, cultural experiences, health and wellbeing support, inclusive design, etc.
- The project has had a demonstrable positive impact on the community – for example, increased numbers of people involved in or using the project space, user satisfaction surveys, social media support.

Build Design and Quality

- The project will be appropriate for its locality in terms of scale and massing, finish and functionality.
- The project will successfully address the Climate Crisis through the sustainable elements of its design.

Preservation or Enhancement of the Local Built Environment

- The project will take cognisance of its surroundings in an appropriate way – either reflecting sensitively on its surroundings or providing an informed contrast.

Achievements of the Project

- The project successfully overcame the challenges of the build programme without compromising the central vision of the community – for example, budgetary restrictions, unforeseen site issues, community governance changes.

Why enter the My Place Awards

- As a national award, the My Place Awards provide the opportunity for local community projects to develop a national profile and evidence impact to potential and existing funders.

- Shortlisted entries will feature in a *My Place* exhibition – the *My Place* 2019 exhibition at Glasgow’s *The Lighthouse* hosted over 12.3k visitors and built environment stakeholders.
- Award winners will receive PR support from the Scottish Civic Trust and the chance to be featured in online and print content by our media partners. The My Place Awards 2020 ceremony reached 16.3k people on social media, and winners of the Awards were featured on BBC Alba.

Who can enter the My Place Awards

Only community-led built environment projects in Scotland will be eligible for the Scottish Civic Trust My Place Awards.

Submissions will be considered for built environment projects completed **between 1 January 2018 and 31 December 2020** that fit into one of the following criteria:

A New buildings

B Historic buildings or monuments that have been reused or refurbished

C Designed public realm schemes such as streetworks, parks, etc.

D Designed landscapes e.g. gardens or public green spaces

For the purposes of the competition, the phrase ‘built environment project’ thus includes any structure whether new, restored, rehabilitated, refurbished, converted or conserved or any significant public realm project such as a streetscape works, new or restored parks, etc.

The projects submitted must have been completed by volunteer-led community groups. Volunteer led-community groups include, but are not limited to:

- Civic societies and other local groups affiliated with the Scottish Civic Trust
- Community councils or building preservation trusts
- Development trusts
- Other community-based voluntary groups, charities or heritage societies

How to enter the My Place Awards

Volunteer-led community groups responsible for a transformative, regenerative built environment project can enter using our [entry form](#).

The entry form has a 4 sections:

- **Basic information:** The first group of questions asks for basic information like the name of the project, the date of completion, the name of the building owner, name of architect or designer, local authority area, name of nominating body, contact details for the nominating body, etc.
- **Summary description of project:** This section of the entry should outline the story of your project. A compelling story will begin by laying out the community need(s) that drove the project’s inception, followed by information about how the project progressed (including any obstacles) and ending with the project’s completion and details of how community need(s) were met. In writing this section, be sure to include the who, what, where, when, why and how of your project. An example of an entry that tells a compelling story in its description section is [2020 My Place Awards winner Strontian Primary School](#).
- **Supporting statement:** This section should clearly explain how your project fits the criteria for the My Place Awards. Please directly refer to the judging criteria listed at the top of

this document. You may consider dividing your answer into the 4 criteria headings of community involvement, benefit and impact; build design and quality; preservation or enhancement of the local built environment; and achievements of the project. An example of a submission that has a strong supporting statement that provides a clear argument for the project's suitability for the Awards is [2020 My Place Awards highly commended project Bridgend Farmhouse](#).

- **Image upload:** Please upload a selection of high quality photos of your project. In order to be used in our press and media, the photos [should have a width and height of at least 1600 pixels](#). Please provide a brief description of the images as well as indicate any image credits. You may consider submitting 1 or 2 "before" photos so that the judges can have a better idea of the impact your project has made.

To ensure an equitable submission and judging process, we will provide guidance and assistance on submissions. Please email Erin.Burke@scottishcivictrust.org.uk if you have any questions.

Examples of past winners and nominated projects and people can be found [here](#).

Use of Information

Data supplied by submissions, including images, plans, drawings and narrative text submitted in support of the My Place Awards will only be used for assessing, awarding and promoting the My Place Awards. Personal contact information will not be disclosed to other parties.

Data will be held by the Scottish Civic Trust in perpetuity to maintain a record of entries.

Judging Panel and Process

The judging panel will be appointed and managed by the Scottish Civic Trust and will include Scottish Civic Trust representatives. Panel members will have knowledge of and interest in Scotland's buildings, places and spaces. The panel chairperson will be nominated by the Scottish Civic Trust.

After an initial review of submissions, shortlisted entries will be visited by at least one member of the judging panel. During these visits, judges will want to speak with a member of the community group responsible for the project.

Judges will then meet to discuss visits and make awards decisions, which will be final. At the joint discretion of the Scottish Civic Trust and the judging panel, there may be a number of commended entries. In the event of the judges being unable to determine a single winner, it will be left to their discretion to offer a joint award. There will be an exhibition and ceremony held to celebrate the award winners.