Checklist – what to have ready when you submit a nomination

2022 Yidan Prize

You'll find it quicker and easier to nominate if you have everything to hand before getting started, including a list of items to collect from your nominee(s) and supporters.

Don't forget to check that:

Everything, including the two-minute video, is in English. If it isn't, please include an English translation or subtitles.

All together, the files you upload to support your nomination are less than 40MB in file size. That doesn't include the two-minute video, which can be up to 200MB on its own.

The sooner you submit, the better

If you submit your nomination by 28 February 2022, we'll look through it and let you know if you've missed anything. Remember: you don't have to fill in the form in any particular order. Just save as you go and submit at the end.

If you realize you need to make a change afterwards, just log in and edit at any time up to 31 March 2022. Our judges won't look before then.

Note: if you're nominating a person or team for their work with an organization, the organization's leader should be among the nominees, the nominator or a supporter (to show they endorse the nomination).

FROM THE NOMINEE(S), WE NEED:

- [ ] Their personal details: full name, date of birth, position, and organization; home address; cell phone number; and email.

- [ ] Their CV(s).

- [ ] A biography for each nominee (up to 200 words).

- [ ] A two-minute video where they explain how they would use the project funding (file size under 200MB, in one of these file formats: .MP4, .MOV, .AVI, or .M4V).

- [ ] A list of up to ten key countries/regions where they are conducting their work.

- [ ] A list of up to ten of their areas of expertise (each in ten words or fewer).

- [ ] **For the Education Research prize, we also need:**
  At least one and up to five most relevant publications. These can be articles, chapters, presentations, links to videos, or more. Ideally, they are in PDF format (though we also accept links).

- [ ] **For the Education Development prize we also need:**
  External independent evaluation reports on their projects. These are optional, but we encourage them to include any if available.

FROM SUPPORTERS, WE NEED:

- [ ] Separate recommendation letters from up to five supporters (up to 5,000 words for each). Most people include the maximum number, but you need to include at least two. If you're nominating yourself or your team, you'll need at least three.

- [ ] All supporters' personal details: full name, position and organization; postal address; cell phone number; and email.

FROM THE NOMINATOR, WE NEED:

- [ ] A personal statement on why the nominee(s) should be a Yidan Prize laureate (up to 500 words).

- [ ] Up to 1,000 words on each of the judging criteria, explaining how the nominee(s) and their achievements are future-oriented, innovative, transformative, and sustainable.

- [ ] **For the Education Research prize, we also need:**
  An explanation of the nominee(s)' future plans.

- [ ] **For the Education Development prize we also need:**
  An explanation of how the nominee(s)' project resolves needs—how serious and widespread the problem they're tackling is, and who it impacts.

- [ ] A description of the education themes of the nominee(s)' work. You can choose one or more from: delivery systems; education and society; inclusion; policy and research; teachers, teaching and learning; technology; management and leadership; and monitoring and evaluation, assessment.

- [ ] Any other supporting documents for this nomination. These are optional, but we strongly recommend that you share any other relevant information that will help our judges see why the nominee(s) should be a Yidan Prize laureate.