

## **“SIMON GREENALL AWARD” INTERNATIONAL COMPETITION TERMS AND CONDITIONS**

Please read these terms and conditions carefully. By entering into the “Simon Greenall Award” International Competition (“**Competition**”), you agree that you have read these terms and that you agree to them. Failure to comply with these terms and conditions may result in your disqualification from the Competition.

1. This Competition is sponsored jointly by three organisations: Macmillan Education Limited, a company registered in England with registered number 01755588 whose registered office at 4 Crinan Street London N1 9XW, and International House World Organisation Limited, a company registered in England under Company Number 04423501 whose registered office is at Unity Wharf, 13 Mill Street, London, SE1 2BH, and International House Trust, a company limited by guarantee registered in England under Company Number 01239120 whose registered office is at 16 Stukeley Street, London (jointly “**the Sponsors**”)
- 1b. The organiser of the award, consisting of representatives from the 3 sponsors plus Adrian Underhill, Jill Florent and Lucy Horsefield, will manage and judge the competition (jointly “**the Organiser**”).
2. To enter this Competition, you must be: (a) resident in a country where it is lawful for you to enter; and (b) aged 18 years old or over (or the applicable age of majority in your country if higher) at the time of entry. This Competition is void in Cuba, Iran, North Korea, Russia, Belarus, Sudan, and Syria and where prohibited or restricted by law.
3. This Competition is not open to directors or employees (or members of their immediate families) of the Sponsors or any subsidiary of the Sponsors. (This also refers to any school within the IHWO network) The Sponsors reserve the right to verify the eligibility of entrants.
4. The Competition is open for entries between 00:00 GMT on February 1, 2024 and 23:59 GMT on May 10, 2024.
5. No purchase is necessary to enter this competition.
6. You can enter this Competition in the following way:
  1. Prepare a 2 minute(s) video in English on ‘**How will your project build communities through learning English?**’ (“**the Project**”)
  2. Complete the Application Form, link available on [www.macmillanenglish.com/sgaward](http://www.macmillanenglish.com/sgaward)
  3. Upload the video directly to the Entry Form (naming the file with your name and surname) and submit your entry.

Please note that:

- The Project must include elements of English language learning and bringing people in the community together for the purpose of learning English and enriching the chosen teaching/learning community. Examples of such projects include starting a drama group in the target language, running a creative writing project, setting up a podcast.
- The Project should not be commercial or for-profit
- The Project must be sent in one of the following formats: MP4, MOV, WMV, AVI or MPG. Entrants may be requested to reformat their entry if it cannot be viewed on receipt.
- Entries should not include any identifiable people other than the entrants.

- The Project will be seen and judged **ONLY** by a panel of judges selected by the Organisers. The judges' decision is final and cannot be discussed further; and will not be published by the Sponsors during or after the Competition.
  - The Sponsors will moderate all entries and reserves the right not to accept entries which are technically unacceptable, contain inappropriate material or topics or breach any of these terms and conditions.
7. Only one entry per eligible person. Multiple entries will be deemed to be invalid and may lead to disqualification.
8. Organiser accepts no responsibility for any entries that are incomplete, illegible, corrupted or fail to reach Organiser by the closing date for any reason. Proof of sending is not proof of receipt. Entries via agents or third parties are invalid. No other form of entry is permitted. Please keep a copy of your entry as we will be unable to return entries or provide copies.
9. Three Projects will be shortlisted, but only one entrant will receive the Prize (“the **Winner**”). The **Prize** for the Competition is aimed to help the Project forward towards an effective, sustainable reality, by offering the following:
- For the first six months of the Project, a one-hour mentoring session (delivered using remote technology) every month with an ELT expert chosen by the Organiser;
  - Publicity and promotion through the Sponsors' own media platforms;
  - Funding, as appropriate, up to a maximum of £GBP 1500 (£500 per sponsor) for resources in support of the Project. The nature of those resources will depend on the type of Project and may include but aren't limited to learning resources such as course books, the costs of staff development courses, the production of promotional resources such as flyers, fees to pay for time used in a theatre or recording studio, and costs of printing the output of the project such as book of plays or poetry. A request for the proposed resources must be submitted to the Organiser for approval before any payment will be made. Please note the funding will be available until December 2025.

The Winner is required to submit an interim report by an agreed date containing:

- (i) Implementation and impact of the Project;
- (ii) Evidence of how the Project has brought people together through learning English; and
- (iii) Plans for the continued implementation of the Project.

On approval of the report by the Organiser, the Organiser will support the sharing of the Project content, impact and outcomes with the wider ELT community. E.g. through online conferences, articles, videos, links which can be shared through the sponsors' media platforms.

At the conclusion of the Project, the Winner will submit a final report by an agreed date containing (i) Summary of actions; and (ii) Summary of impact.

10. The process for selecting the Winner will take place in two stages:

*Stage 1:* Three (3) finalists will be selected by a panel of judges based on the following criteria:

- (i) creativity, cost of implementation (including the required resources), ability to deliver the Project and impact of the Project; and

- (ii) clear evidence of how the Project will bring people together through learning English and how it will enrich the local teaching community.

The three (3) entries that best meet the above selection criteria will be notified no later than 31st May 2023 by email.

Stage 2: three (3) selected finalists will then give a remote presentation (lasting no more than five (5) minutes) to the panel of judges between June 10 and June 21, 2024. The panel of judges will then question them on their Project proposal. The winning entry will be the proposal which in the opinion of the judges best meets the entry criteria.

11. The winning entry will be announced no later than 05 July, 2024 on [www.macmillanenglish.com/sgaward](http://www.macmillanenglish.com/sgaward), [www.ihworld.com/](http://www.ihworld.com/) and [www.ihlondon.com/](http://www.ihlondon.com/). The Winner will be notified by 01 July, 2023 by email and if necessary by telephone.
12. Ownership of entries: As an entrant you confirm that your entry is your own original work, is not defamatory and does not infringe any laws, including privacy laws, whether of the UK or elsewhere, or any rights of any third party, that no other person was involved in the creation of your entry, that you have the right to give Organiser and its respective licensees permission to use it for the purposes specified herein, that you have the consent of anyone who is identifiable in your contribution, it is lawful for you to enter and that you agree not to transfer files which contain viruses or any other harmful programs. If Organiser has questions about an entry including, without limitation, the copyright, we may contact you for further information including, for example, to verify that you own all rights to the submitted material.
14. The Winner will be required to confirm acceptance of the Prize within five (5) working days and may be required to complete and return an eligibility form stating their age and residency details, among other details. If a Winner does not accept the Prize within the five (5) working days of being notified, they will forfeit their Prize and the Organiser reserves the right to choose another winner(s). Organiser's decision is final and Organiser reserves the right not to correspond on any matter.
15. The name, region of residence, and likeness of the Winner and the school or institution they work at may be used by Organiser for reasonable post-event publicity in any form including on Organiser's website, social media pages and on flyers on the Competition at no cost. Minors' names will not be broadcasted and their identities will be protected.
16. Organiser reserves the right to cancel or amend these Terms and Conditions or change the Prize (to one of equal or greater value) as required by the circumstances. No cash equivalent to the Prize is available. The Prize is non-transferable.
17. All personal data submitted by entrants is subject to and will be treated in a manner consistent with Organiser's Privacy Policy accessible at [www.macmillanenglish.com/privacy-policy/](http://www.macmillanenglish.com/privacy-policy/) and [www.ihlondon.com/privacy-policy/](http://www.ihlondon.com/privacy-policy/). By participating in this Competition, entrants hereby agree that Organiser may collect and use their personal information and acknowledge that they have read and accepted the Organiser's Privacy Policy.
18. Organiser may at its sole discretion disqualify any entrant found to be tampering or interfering with the entry process or operation of the website, or to be acting in any manner

deemed to be disruptive of or prejudicial to the operation or administration of the Competition.

19. Other than for death or personal injury arising from negligence of the Organiser, so far as is permitted by law, the Organiser hereby excludes all liability for any loss, damage, cost and expense, whether direct or indirect, howsoever caused in connection with the Competition or any aspect of the Prize. All activities are undertaken at the entrants own risk. Your legal rights as a consumer are not affected.
20. These terms and conditions shall be governed by and construed in accordance with English law. Disputes arising in connection with this Agreement shall be subject to the non-exclusive jurisdiction of the English courts.