



## CALL FOR NOMINATIONS

Do you know an outstanding historic preservationist, organization, program or preservation achievement that has made a significant impact in preserving Florida's history and heritage? The Florida Trust for Historic Preservation would like to recognize these people and achievements at the prestigious 2019 Florida Preservation Awards ceremony.

More about the awards program and the nomination process is included in this nomination packet. Remember, we are here to help. Please let us know if you have any questions, or if you would like advice on submitting your nomination. And thank you for all you do to support the Florida Trust and protect Florida's extraordinary history and heritage.

# NOMINATION TIPS

The Florida Trust Preservation Awards Program is open to any individual, organization, business or agency involved in historic preservation in Florida.

Nominations of individuals may be made without their knowledge. Self-nominations will be accepted. Owners of nominated properties, if not the applicant, must provide written consent.

All projects, activities or individual service must have been completed between Jan. 1, 2016 and Dec. 31, 2018 in the state of Florida. Previous nominations not receiving an award may be revised and resubmitted, but all attachments must be resubmitted and the 3-year timeframe is still in effect. There is no limit to the number of nominations submitted by an individual or organization.

## NOMINATION DEADLINE

All nomination materials must be submitted by March 8, 2019.

## NOMINATION FEE

There is a \$125 nomination processing fee for each application, which is non-refundable.

We want to represent and celebrate preservation done by a broad and diverse community. To accomplish that, our Board of Trustees is offering a limited number of scholarships to cover the nomination fee for individuals and organizations who may not have funds available for the fee. Priority will be given to non-profits making nominations and people who have not been previously recognized in our awards. Additional information on the scholarship is available online at [FloridaTrust.org/awards](http://FloridaTrust.org/awards).

NOMINATION DEADLINE:

Fri., March 8, 2019

## AWARD CATEGORIES

Restoration & Rehabilitation

Adaptive Use

Infill Design

Green Buildings

Archaeology

Historic Landscapes

Preservation Education & Media

Organizational Achievement

Master Craftsman

Roy E. Graham Award for Excellence in Historic Preservation Education

Individual Distinctive Service



## LEVELS OF ACHIEVEMENT

Outstanding

Meritorious

Honorable Mention



## NOMINATION PROCESS

- All nomination materials such as documents, photographs and books, are submitted to the Florida Trust with the understanding they will not be returned.
- The Florida Trust is happy to work with applicants to assure all criteria are met and to create the best possible nomination.
- Remember, we may share submitted projects in future communications such as newsletters, social media posts and press releases. When you sign the nomination form, you are agreeing to the Florida Trust's usage of nomination material.
- If the jury feels your nomination would be better suited for another category, they may re-categorize and consider the nomination in the new category. Please reach out to Florida Trust staff if you're not sure which category would be the best fit for your nomination.
- Awards for outstanding achievement, meritorious achievement and honorable mention may be given within each category.
- The nominator of all award-winning nominations will be notified in advance of their selection, but not the specific level of achievement. Please be sure to have representatives at the award ceremony to accept the award.
- To submit a nomination: Fill out the electronic form and submit along with the nomination fee. You will then receive an email with instructions for uploading the supporting documents necessary to complete the nomination. Please contact Florida Trust staff if you have any difficulty with the online tools.

## JUDGING NOMINATIONS

The Florida Trust appoints a panel of award judges who represent a variety of backgrounds, experiences and locations from around the state. Here's what they look for:

- The quality of the project and the project's significance and uniqueness.
- How the project impacts the community. Does it represent an underrepresented community or fill a specific need?
- Complete and thoughtful nomination packets. Of particular importance are the Value Statement and photos.

# NOMINATE NOW

## CATEGORIES

### Restoration / Rehabilitation

Acknowledges the proper restoration or rehabilitation of a structure to an earlier or original appearance. This category may include the preservation of a residential structure, a non-residential structure or the restoration of a historic district.

#### **Criteria:**

Projects must be done on a building or in a district that is registered as historic at the local, state or national level. Work must have been done within the last three years. Projects must fully demonstrate adherence to the Secretary of the Interior's Standards (National Park Service, U.S. Department of the Interior).

### Adaptive Use

Acknowledges the proper rehabilitation of a structure to a new use, while retaining character-defining historic features.

#### **Criteria:**

Projects must fully adhere to the Secretary of the Interior's Standards, particularly as it relates to Standard #1:

"A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment."

The level of creativity of the adaption will also be considered.

### Infill Design

Acknowledges a successful new construction or reconstruction project that appropriately fills a gap in the streetscape and is compatible within its context, or the redevelopment of a site that is sensitive to its surrounding built environment in an established historic district or neighborhood.

#### **Criteria:**

Nominees must have applied the Secretary of the Interior's Standard #9, which states, "New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment." Also, winning properties will have not demolished a historic structure in order to build new infill in its place.

### Green Buildings

Acknowledges the successful incorporation of eco-friendly materials and methods into historic preservation projects. Projects appropriate for nomination include those integrating green practices/materials into construction projects (such as restoration, adaptive use and infill design),

those incorporating eco-friendly practices into community planning (such as amending preservation regulations or design guidelines or creating smart growth programs), those with creative applications of the LEED Certification process (or other recognized green building certifications such as Green Globes, Living Building Challenge) applied to existing historic buildings or to infill projects in historic districts and education and outreach programs promoting historic preservation as a means to protect natural resources.

**Criteria:**

Building projects must fully demonstrate adherence to the Secretary of the Interior's Standards (National Park Service, U.S. Department of the Interior).

Archaeology

Acknowledges a significant archaeological project, which may include the physical site investigation, excavation and resulting report, the interpretation of a site or the creation of educational opportunities and access to the archaeological site.

**Criteria:**

Projects should be completed in accordance with professional and archaeological ethics as recognized by the Society for Historical Archaeology and the Archaeological Institute of America.

Historic Landscape

Acknowledges the restoration or preservation of a historic landscape. This can include not only the restoration but the interpretation of a site or the creation of educational opportunities and access to the historic landscape.

**Criteria:**

Please visit the following link, specifically Appendix 1, found on page 11, for detailed criteria: <http://www.cr.nps.gov/hdp/standards/HALS/HALSBrochure.pdf>

Preservation Education / Media

Recognizes outstanding heritage education programs, including books, brochures, curricula, DVDs, websites, interactive media and other publications that deal with historic preservation, archaeology or local history.

**Criteria:**

Program should prominently include historic preservation.

Organizational Achievement

Acknowledges achievement in preservation done by a group, corporation, neighborhood or other organization. Achievement can include any number of activities such as successful fundraising for preservation initiatives or projects, the creation of activities promoting historic preservation, significant activity the creation and implementation of new preservation legislation or policies or increasing the community's awareness of preservation through redevelopment, publications, events or literature.

**Criteria:**

Please clearly define the scope of the project and your long-term role in its implementation and success.

Master Craftsman

Recognizes individuals in Florida who use traditional techniques or methods to achieve authenticity in the restoration of historical resources. Previous award winners have included craftsman who focus on: intricate woodworking, hand-turned wrought iron work, historic pointing of mortar for brickwork, hand-carving of architectural elements, and authentic recreation of thatched roofs.

**Criteria:**

The craftsman's expertise should be one that is considered artistic and rare in today's general construction practices, and vital to positive preservation practices. Generally, craftsman who have a significant work record have been considered for the award. Please include in the nomination some of the historic properties the craftsman has worked on.

Individual Distinguished Service

Acknowledges a career dedicated to preserving Florida extraordinary history and heritage. This award is intended for those persons who have clearly made an impact in their community through their efforts as a preservation activist, advocate or leader.

**Criteria:**

Traditionally this award is given to individuals who have distinguished themselves over a period of time, rather than for one specific project.

Roy E. Graham Award for Excellence in Historic Preservation Education

Recognizes professional educators who have made a long-term contribution to the field of historic preservation education ensuring future generations continue to preserving Florida's extraordinary history and heritage.

**Criteria:**

This educational role may be at any level of education and is not limited to institutional academic settings. Recipient will have demonstrated a leadership role in developing curricula and teaching historic preservation principals within a formal program.

## SUBMITTING A NOMINATION

For each category, applicants will complete an online nomination form. Upon submission, applicants will receive an email with a Google Drive link to which should be uploaded supporting documents for the nomination.

### The Nomination Process:



**GATHER INFORMATION**

Check out the Call for Nomination document which includes all the criteria for making a nomination. Begin to compile information.



**SUBMIT ONLINE NOMINATION FORM**

Start the online nomination process online at [FloridaTrust.org](http://FloridaTrust.org). This is the beginning of the nomination process and where you pay the nomination fee.



**UPLOAD DOCUMENTS**

Once your nomination form has been submitted you will receive an email asking you to upload documents to support your nomination. This will be a Google Drive link and very easy to use.



**SUCCESS!**

After you upload the supporting documentation you have successfully completed the nomination process! We will contact you if we have questions about your nomination. Everyone will receive notification of awards prior to the Preservation Awards Ceremony May 18 in Pensacola.

The following information will be uploaded at the end of the online award nomination form at FloridaTrust.org.

1. **Value Statement** – A written statement (maximum of two pages) describing why you believe the project deserves a preservation award and the scope of work completed in the project. Please describe the motivation for the project and any obstacles, challenges or necessary community involvement that contributed to the success of this project.
2. **Scope** – You will be asked to upload the site plan/description of the scope of work.
3. **Historic Documentation** – Let us know the historic status of the project. Provide supporting materials that reflect the property or district is recognized as a historical resource through submission of a Florida Site File form, National Register/National Historic Landmark listing documentation or local landmark/historic district verification from a municipal/county government.
4. **Ownership** – If the nominator is not the owner of the property, please include a letter of authorization from the property owner.
5. **Project Budget** – Please specify whether public or private financing was utilized in addition to identifying the major components of the project budget.
6. **Map** – Showing the location of the project.
7. **Photos** – Upload a maximum of twenty photos that clearly depict the scope of work illustrating the historic features, as well as before and after conditions of the project. Before and after photos should be of the same view, if possible. Include general as well as detailed views.
8. **Photo Reference Sheet** – A reference sheet describing each photo and providing relevant details. Include which photo you would like to serve as the primary photo for the project (to be displayed on the press release and in other marketing materials).
9. **Letters of Support** – This is very important! A maximum of five letters of support from the community may be shared in support of the nomination.
10. **Summary** – Brief descriptive statement (limit: 150 words) that will be used in press releases and the awards ceremony.

The Florida Preservation Awards is part of the Florida Preservation Conference, which will be held in Pensacola on May 18, 2019. Winners will be called to the stage to receive their award, have photographs taken and will also be listed in the Preservation Awards press release. Up to three awards will be given for each award-winning team, although additional awards may be purchased for larger teams.

Please let us know if you have any questions! Email [TMatthews@FloridaTrust.org](mailto:TMatthews@FloridaTrust.org) or call (850)224-8128.