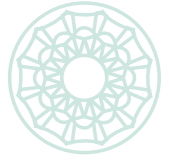




20

17



Thirty-eighth Annual

A Call for Nominations

Statewide  
Preservation  
Awards  
Florida Trust  
for Historic  
Preservation, Inc.

Each year, the Florida Trust for Historic Preservation recognizes significant contributions to the preservation of Florida's historic resources through its Annual Statewide Preservation Awards Program. The Florida Trust invites you to participate this year by submitting nominations for outstanding historic preservation projects, programs and achievements by individuals and organizations. The Florida Trust will applaud recipient accomplishments at the prestigious Annual Preservation Awards Program to be held on Friday, May 19, 2017 during the 2017 Annual Statewide Conference in St. Petersburg. Thank you for your continued support of the Florida Trust's Annual Preservation Awards Program.

# GENERAL REQUIREMENTS

## APPLICATIONS

- Application fees are \$100 per application and are not refundable.
- All applications and attachments, including photographs, DVDs and publications, become property of the Florida Trust for Historic Preservation and will not be returned to applicants.
- **The Florida Trust has the right to refuse any application that is not completed as requested or does not have the requested attachments or fee.**
- Submittal of photos includes tacit approval for the Florida Trust to publish photos.

## ELIGIBILITY

- The Florida Trust Preservation Awards Program is open to any individual, organization, business or agency that is involved in historic preservation in Florida.
- There is no limit on the number of nominations that one applicant can submit. Nominations of individuals may be made without the knowledge of the nominee(s). 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 January 1, 2014 and December 31, 2016. Previous nominations not selected to receive an award may be revised, expanded and resubmitted, but all attachments must be resubmitted and the 3-year timeframe must still be in effect.

## NOMINATION PROCEDURES

- The project name should be the name of a building, site, publication, organization or individual being nominated and not the name of the party who performed work or the entity nominating the project.
- All nominations must be submitted electronically via the nomination form found online at <https://floridatrust.org/forms/view.php?id=47>, along with the required attachments.
- Additionally, when submitting a nomination for a printed publication, 10 original publications should be postmarked by February 21, 2017 and mailed to the Florida Trust for Historic Preservation. Send via USPS to Post Office Box 11206, Tallahassee, Florida 32302. Send via UPS/FedEx to 906 East Park Avenue, Tallahassee, Florida 32301. If submitting this number of publications presents a hardship, please contact the Executive Director of the Florida Trust for Historic Preservation at 850-224-8128 for alternative arrangements.
- If other materials, including floor plans or other architectural drawings, would assist the jury in their review, these documents should be uploaded via the electronic form as a part of the entire nomination package.
- ***There is a limit of five (5) letters of support with a minimum of two (2).*** Letters should not be identical in verbiage. Letters should be addressed to the Awards Jury Chair, c/o the Florida Trust. All letters should be uploaded through the electronic form.
- Complete nominations materials must be uploaded by the February 28, 2017, deadline to be considered.

- All applicants will be notified by April 3, 2017 as to the status of their nomination.

## JUDGING

A panel of judges will review all nominations. The majority of the jury will not be members of the Florida Trust Board of Trustees.

- All awards will be based on the quality of the project, its presentation, significance and uniqueness. The impact of the nominee's project on the community will also be considered.
- If the jury feels that the nomination is better suited for another category than the one submitted under, they reserve the right to change a nomination to a more suitable category.
- Awards for outstanding achievement, meritorious achievement and honorable mention may be given within each category, as appropriate.
- All decisions are final. If there is a dispute in regards to an award, a formal letter in writing will be accepted at the Florida Trust offices, but would only be reconsidered in the following year.
- The jury has the latitude to decline to give awards in every category even if nominations are received.

## QUESTIONS

Please contact the Florida Trust for Historic Preservation

Phone: (850) 224-8128

E-mail: [information@floridatrust.org](mailto:information@floridatrust.org)

Web site: [www.floridatrust.org](http://www.floridatrust.org)

## MAIL MATERIALS TO:

Statewide Preservation Awards Coordinator

Florida Trust for Historic Preservation, Inc.

Post Office Box 11206

Tallahassee, FL 32302-3206

## DEADLINE FOR SUBMISSION

**Deadline for nominations is February 28, 2017. No exceptions are made to this deadline.**

## APPLICATION PROCESSING FEE

Payment should be submitted online with a credit card through the online nomination procedure. Alternatively, checks may be made payable to Florida Trust for Historic Preservation. **Application fees are \$100 per nomination and are not refundable. Nominations will not be considered until payment is received.**

## NOMINATION FORM

All nominations must be submitted electronically via the nomination form found at <https://floridatrust.org/forms/view.php?id=47>.

# NOMINATION CATEGORIES

## RESTORATION/REHABILITATION

This award is to acknowledge the proper rehabilitation or restoration of a structure to an earlier or original appearance. Projects must fully demonstrate adherence to the Secretary of the Interior's Standards (National Park Service, U.S. Department of the Interior.) This category may include the preservation of a residential structure, a non-residential structure, or the restoration of a historic district. Attachments and enclosures should fully represent the project and the work being described in the application.

### Please submit:

- Completed nomination form as described in General Requirements.
- Provide written verification that the property has been 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
- Letter of authorization from the property owner, if not the person submitting the nomination.
- Two-page statement describing why the nomination deserves an 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.
- Site Plan/Description of the scope of work.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget.)
- Map locating the project.
- Twenty digital photos to **clearly depict the scope of work** illustrating the historic, as well as before and after conditions of the project. Include a photo reference sheet describing each photo. Before and after photos should be of the same view, if possible. **Please note: photos and the 2-page narrative are what will be used to judge your project. They must clearly communicate the project – including general as well as detailed views.**
- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## ADAPTIVE USE

This award is to acknowledge the proper rehabilitation of a structure to a new use. The level of creativity of the adaption will be considered. 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.*

### Please submit:

- Completed nomination form as described in General Requirements.
- Provide written verification that the property has been 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

- Letter of authorization from the property owner, if not the person submitting the nomination.
- Two-page statement describing why the nomination deserves an 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.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget.)
- Map locating the project.
- Site Plan/Description of the scope of work.
- Twenty digital photos to **clearly depict the scope of work** illustrating the historic, as well as before and after conditions of the project. There should be a photo reference sheet *describing each photo. Before and after photos should be of the same view, if possible. Please note: photos and the 2-page narrative are what will be used to judge your project. They must clearly communicate the project – including general as well as detailed views.*
- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## INFILL DESIGN

This award is to acknowledge 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 judging the nominations for Infill Design, the Florida Trust Awards Committee will apply 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.*

### Please submit:

- Completed nomination form as described in General Requirements.
- Letter of authorization from the property owner, if not the person submitting the nomination.
- Two-page statement describing why the nomination deserves an award. Please describe, if applicable, any obstacles, challenges or necessary community involvement that contributed to the success of this project.
- Site Plan/Description of the scope of work.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget.)
- Map locating the project.
- Twenty digital images, including: photos that show styles of architecture in the district, a view of at least one streetscape, images of the actual infill design and images of the immediate context for the infill (i.e. illustration of the environment directly adjacent to and across from the infill design). There should be a photo reference

sheet describing each photo. **Please note: photos and the 2-page narrative are what will be used to judge your project. They must clearly communicate the project – including general as well as detailed views.** Narrative Description of the types of architectural design found in the historic district. Explain how the historic buildings influenced the design and how the design relates to the overall context of the neighborhood, commercial district, etc.

- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## GREEN BUILDINGS

With the ever increasing demand on our natural resources, the restoration and adaptive use of historic buildings are the ultimate in “green building” practices. This award is to acknowledge the incorporation of eco-friendly materials and methods into historic preservation projects. Nominated projects can include integrating green practices/materials into construction projects (i.e. restoration, adaptive use, infill design); incorporating eco-friendly practices into community planning (i.e. amending preservation regulations or design guidelines or creating smart growth programs); creative applications of the LEED Certification process (or other recognized green building certifications such as Green Globes, Living Building Challenge, etc.) as it applies to existing historic buildings or to infill projects in historic districts; or education and outreach programs promoting historic preservation as a means to protect natural resources. Projects must fully demonstrate adherence to the Secretary of the Interior’s Standards (National Park Service, U.S. Department of the Interior).

### **Please submit:**

- Completed nomination form as described in General Requirements.
- Provide written verification that the property has been 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.
- Letter of authorization from the property owner, if not the person submitting the nomination.
- Two-page statement describing why the nomination deserves an award and the scope of work completed in the project. Please clearly describe what makes this project a case study in going “green,” the motivation for the project, and any obstacles, challenges or necessary community involvement that contributed to its success. Be sure to include detailed information on how green building technology, methods, LEED Certification, or materials have been incorporated into the project.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget).
- Map locating the project.
- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

### **For projects including restoration/adaptive use/infill design, also submit:**

- Letter of authorization from the property owner, if not the person submitting the nomination.
- Site Plan/Description of the scope of work.

- Twenty digital photos **to clearly depict the scope of work** illustrating the historic, as well as before and after conditions of the project. Images should showcase the “green” aspects of the project. There should be a photo reference sheet *describing each photo. Before and after photos should be of the same view, if possible.* For infill design projects: include photos that show styles of architecture in the district, a view of at least one streetscape, images of the actual infill design and images of the immediate context for the infill (i.e. illustration of the environment directly adjacent to and across from the infill design). Include a narrative description of the types of architectural design found in the historic district.

### **For projects including educational, outreach, design guidelines, or amendments to preservation regulations, also submit:**

- Ten copies of the publication, film, DVD or other document. Film and video must be submitted in DVD format, mailed to the address included in the mail address information
- Ten digital photos illustrating the creation, implementation, and/or success of the project. There should be a photo reference sheet *describing each photo.*

## ARCHAEOLOGY

This award is to acknowledge a successful archaeological project. This can include not only the physical undertaking of the site investigation, excavation and resulting report, but the interpretation of a site or the creation of educational opportunities and access to the archaeological site. These projects should be completed in accordance with professional and/or archaeological ethics as recognized by the Society for Historical Archaeology and the Archaeological Institute of America.

### **Please submit:**

- Completed nomination form as described in General Requirements.
- Letter of authorization from the property owner, if not the person submitting the nomination.
- Two-page statement describing why the nomination deserves an 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.
- Site Plan/Description of the scope of work.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget).
- Map locating the project.
- Twenty digital photos **to clearly depict the scope of work** illustrating the historic, as well as before and after conditions of the project if applicable. There should be a photo reference sheet *describing each photo. Before and after photos should be of the same view, if possible. Please note: photos and the 2-page narrative are what will be used to judge your project. They must clearly communicate the project – including general as well as detailed views.*
- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.



## HISTORIC LANDSCAPE

This award is to acknowledge the restoration or preservation of an 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. 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>

### Please submit:

- Completed nomination form as described in General Requirements.
- Letter of authorization from the property owner, if not the person submitting the nomination.
- Two-page statement describing why the nomination deserves an 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.
- Site Plan/Description of the scope of work.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget.)
- Map locating the project.
- Twenty digital photos to **clearly depict the scope of work** illustrating the historic, as well as before and after conditions of the project if applicable. There should be a photo reference sheet *describing each photo. Before and after photos should be of the same view, if possible. Please note: photos and the 2-page narrative are what will be used to judge your project. They must clearly communicate the project – including general as well as detailed views.* See [www.floridatrust.org](http://www.floridatrust.org) for photo submission guidelines.
- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## PRESERVATION EDUCATION/MEDIA

This award recognizes outstanding heritage education programs, including books, brochures, curriculum, DVDs, websites, interactive media and other publications that deal with historic preservation or local history.

### Please submit:

- Completed nomination form as described in General Requirements.
- Two-page statement describing why the nomination deserves an 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.
- Project Budget (please specify whether public or private financing was utilized in addition to identifying the major components of the project budget.)
- Ten total copies of the publication, film, DVD or other document. Film and video must be submitted in DVD format. If this is cost prohibitive please contact the Executive Director of the Florida Trust at 850-224-8128 for special arrangements.
- Ten digital photos illustrating the creation, implementation, and/or success of the project. There should be a photo reference sheet *describing each photo.* Please also upload JPEG images of the cover/ title page/media publication image.

- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## ORGANIZATIONAL ACHIEVEMENT

This award recognizes outstanding achievement in preservation activities by a group, corporation, neighborhood or other type of organization (i.e., CRA or DDA). The achievement can include any number of activities such as successful fundraising for preservation initiatives or projects, the creation of festivals or activities promoting the preservation of historic places, playing a major role in the creation and implementation of new preservation legislation or policies, or increasing the community's awareness of preservation through redevelopment, new publications, events, festivals or promotional literature.

### Please submit:

- Completed nomination form as described in General Requirements.
- Two-page statement describing why the organization deserves an award and a list of projects the organization has been involved with to be considered eligible for this award. Please describe the motivation for the projects, and any obstacles, challenges or necessary community involvement that contributed to the success of these projects and the achievement of the organization as a whole.
- Ten digital photos illustrating projects, programs, or events that showcase the success of the organization. There should be a photo reference sheet *describing each photo.* Digital examples of publications, promotional literature, or event brochures.
- Maximum 5 letters of support from the community.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## MASTER CRAFTSMAN AWARD

This award recognizes those individuals in Florida who have continued to use a particular traditional technique or method in construction to achieve authenticity in the restoration of historical resources. The technique must be one that is considered both artistic in nature and rare in today's construction practices. Examples could include intricate woodworking, hand-turned wrought iron work, historic pointing of mortar for brickwork, hand-carving of architectural elements, thatched roofs, etc. the thatching of roofing materials, etc.

### Please submit:

- Completed nomination form as described in General Requirements.
- Two-page statement describing why the nominee deserves an award and a list of projects (please cite a minimum of two) the individual has been involved with to be considered eligible for this award. Please describe the motivation of the individual, and any obstacles, challenges or other information that would assist the jury in comprehending the level of technique of the nominee.
- Twenty digital photos illustrating the involvement of the nominee and his/her accomplishments in the field of preservation, including before and after photos. There should be a photo reference sheet *describing each photo.*
- Maximum 5 letters of support from the community.
- Nominee Resume
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.

## ROY E. GRAHAM AWARD FOR EXCELLENCE IN HISTORIC PRESERVATION EDUCATION

This award recognizes an individual who has made a long-term contribution to the field of historic preservation education, ensuring that future generations understand the importance of preservation of the architectural, historical and archaeological heritage of Florida. This educational role may be at any level of education and is not limited to institutional academic settings. A deserving individual will have demonstrated a leadership role in developing curricula and teaching historic preservation principals within a formal program.

- Completed nomination form as described in General Requirements.
- Two-page statement describing why nominee deserves the award.
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.
- Nominee resume/bio/CV
- Five individual photos illustrating the involvement of the nominee and his/her accomplishments in the field of historic preservation, including one headshot of the individual.
- Copy of curriculum or course outline that nominee has developed/taught.
- Maximum 5 letters of support from the community.

## INDIVIDUAL DISTINGUISHED SERVICE

The nominee for this award must have demonstrated prominent contributions to historic preservation. 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. Traditionally this award is given to individuals who have distinguished themselves over a period of time, rather than for one specific project.

### ***Please submit:***

- Completed nomination form as described in General Requirements.
- Two-page statement describing why the nominee deserves an award.
- Ten digital photos illustrating the involvement of the nominee and his/her accomplishments in the field of preservation, including one head-shot of the individual. There should be a photo reference sheet *describing each photo.*
- Maximum 5 letters of support from the community.
- Nominee Resume
- Descriptive statement not to exceed 150 words that will be used in press releases and awards ceremony.