

Victorian Society in America Preservation Award Nomination

General Information

Name of building or structure: _____

Address or Location: _____

City _____ State: _____

Website About Property or Restoration: _____

Original Architect/Designer: _____ Years: _____

Original Use: _____ Current Use: _____

Restoration Architect/Designer: _____ Project Dates: _____

Contact Person for Architect/Designer: _____

Architect/Designer Telephone: _____ Email: _____

Is the structure listed or eligible for listing on a national, state or local register?

No Eligible Listed on: _____

Does the restoration meet the Secretary of the Interior's guidelines for rehabilitating historic buildings?

No Yes

Has this project been reviewed/approved by a board or agency charged with historic preservation responsibilities?

No Yes, by this board/agency: _____

Property Owner Information

Name: _____

Contact Person: _____

Telephone: _____ Email: _____

Mailing Address: _____

Submitter Information

Name Person Submitting Nomination: _____

Title, if applicable: _____

Telephone: _____ Email: _____

Mailing Address: _____

Submission

Please read and acknowledge that the application (both print and digital copies) contains the following:

- This completed application form
- An attached narrative of no more than five pages
- Color photographs documenting the restoration

Signature of Submitter: _____ Date: _____

Name Printed: _____

The nomination should be sent to the chair of the Victorian Society's Preservation Committee, who can answer any questions about the nomination requirements or procedure:

Dennis Andersen, Chair
Victorian Society Preservation Committee
1827 Grove Avenue
Richmond, VA 23220-4505

Preservation@VictorianSociety.org
971-678-9097

Victorian Society in America

Preservation Awards Nomination

Criteria

The preservation or restoration of structures important nationally, regionally, or locally is eligible for an award. Individual private residences not open to the public are ineligible for preservation awards. A list of awards presented in past years may be viewed on our website.

- The structure must have been created during the period 1837 to 1917, inclusive.
- The property should be listed or eligible for listing on the National Register of Historic Places, or on a state or local register, either individually or as a contributing structure within an historic district.
- The restoration must have been completed not more than two years prior to submission of the nomination.
- The project should encompass the completed restoration, rehabilitation, or adaptive reuse of a property, including its exterior. If the property's interior is involved in the project, it must also be included in the documentation.

Nominations Must Be:

- Submitted using the attached nomination form.
- Endorsed by a chapter of the Society if the property is within the jurisdiction of the chapter. The Chair of the Preservation Committee will ascertain whether this requirement has been satisfied.
- Received no later than February 15.

Nomination Documents Must Include:

1. A completed nomination form.
2. A narrative of no more than five pages that:
 - Relates pertinent information about the history, dates, creator, etc. of the property, or organization.
 - Describes the preservation and/or restoration work accomplished, including methodology of procedure; problems encountered and solved; adaptive reuse (if any); systems upgraded; decisions concerning period of significance, historic re-creations, historic furnishings, or replication of missing elements; and names of significant professionals and craftsmen involved in the project. Public access to or benefit from the property, including educational or outreach programs, if any, should also be noted.
3. Sufficient color photographs to illustrate the work that has been done on the project, including, as appropriate, views of the exterior, interior, outbuildings, landscape; before-and-after photographs and pertinent plans are strongly recommended, if available. Vintage or historic photographs are also welcome, if available.
4. Letters of endorsement are welcome, though not required, from qualified individuals or officials attesting to the importance or professional quality of the work on the project.

Nomination documents, including photographs, must be submitted in both hardcopy and digital format. Advance consultation with the Preservation Committee Chair is advisable concerning transmission of digital data.

Decision Process

The Preservation Committee will review the nominations and transmit its recommendations to the Society's Board of Directors for a final decision at its next meeting, after which the applicants will be notified of the result. Information about the awards will be posted on the Society's website.