



Historic Hawai'i Foundation's
**2012 PRESERVATION HONOR AWARDS
NOMINATION FORM AND SUBMITTAL REQUIREMENTS**

CALL FOR NOMINATIONS

Historic Hawai'i Foundation is accepting nominations through **February 10, 2012** for the 37th Annual Preservation Honor Awards.

ABOUT THE AWARDS

HHF's Preservation Honor Awards are Hawaii's highest recognition of preservation projects that perpetuate, rehabilitate, restore or interpret the state's architectural, archaeological and/or cultural heritage. Each nomination is considered on its own merits and not in competition with others. Nominations from all islands are encouraged.

AWARDS CATEGORIES

Nominations may be made in the following categories:

- **Preservation Award** for a specific project that preserved, rehabilitated or restored a historic property;
- **Preservation Media** for a printed publication or visual presentation that interpreted the history, preservation or physical characteristics of a historic property;
- **Preservation Commendation** for an individual, organization or government agency that engaged in an advocacy, educational, programmatic or other activity supporting preservation efforts, either for a specific historic property or through a broad-based program.

ELIGIBILITY

- Nominations may be submitted by any member of the public.
- Self nominations may be submitted.
- Nominees should include all parties involved in a project or program. Please list all relevant partners on the nomination (e.g. owner, architect, contractor, landscape architect, historian, exhibit designer, publisher) to ensure appropriate recognition. Identifying and including all appropriate parties is the responsibility of the nominator.
- Nominations may be made to recognize individuals, organizations, businesses or government agencies.
- A candidate need not be informed of the nomination and nominators may request to be confidential.
- Nominations for posthumous awards will not be considered.
- Any aspect of preservation, restoration, rehabilitation, or interpretation of Hawaii's historic or cultural properties that is exemplary and encourages preservation is eligible. This may include: acquisition, adaptive reuse, advocacy, archaeology, education, film, publication, legislation, photography, planning, preservation, protection, stabilization, technology, rehabilitation, or restoration activities.
- In the categories of Preservation Award and Preservation Media, a specific site must be identified.
- In the category of Preservation Commendation, either site-specific or broad-based efforts may be recognized.
- Projects must have been completed within the last two years.
- Previous entries that did not receive an award may be re-submitted, following the procedures for the current year.
- Previous recipients are eligible for a new award, provided the current nomination is based on a different project or significant achievements since the previous award was presented.

CRITERIA

1. The nominated site, building, structure, landscape, district, object or property is eligible for the state or national register of historic places (i.e. Is it a historic place?)
2. The nominated project or program is designed and implemented in accordance with best practices and treatments for historic properties (i.e. Is it a preservation project?)
3. The nominated project or program achieves quality, excellence in planning, implementation, and follow-through of a preservation goal.
4. The nominated project or program demonstrates a strategy for the protection, understanding, revitalization, use or celebration of Hawaii's historic and cultural places.

AWARDS PRESENTATION CEREMONY

The awards presentation ceremony will be held May 11, 2012 in Honolulu. Announcement of the honorees will occur in mid-March.

SUBMITTAL DEADLINE

Historic Hawai'i Foundation accepts nominations through **February 10, 2012**. Complete nomination packets must be postmarked or received by 5:00 p.m. on February 10 to be considered.

NOMINATION FEE

A \$40 processing fee per application is required. Make checks payable to **Historic Hawaii Foundation**. To pay by credit card, call the HHF office at 808-523-2900.

MAILING AND DELIVERY

- Nominations may be mailed or hand delivered to the **Historic Hawai'i Foundation, 680 Iwilei Road, Suite 690, Honolulu, HI 96817**.
- Nominations may be emailed to awards@historichawaii.org or faxed to 808-523-0800 if all nomination packet materials are received or postmarked by **February 10th**, including nomination fees and photographs.

MORE INFORMATION

- Questions may be directed to Tanya Gumapac-McGuire at 808-523-2900 or tanya@historichawaii.org.

PRESERVATION HONOR AWARDS SUBMITTAL FORM

Nominee Information, include all persons associated with the project; additional sheets may be used.

Nominee (enter full name or full name of organization)

Area code and telephone

E-mail

Address

City

State

Zip

Nominee (enter full name or full name of organization)

Organization or Affiliation

Area code and telephone:

E-mail

Address: same

City

State

Zip

Name of contact person for more information about the project

Organization or Affiliation

Area code and telephone:

E-mail

Address

City

State

Zip

Check if this nomination is confidential from the nominee(s).

Nominator Information

Nominator

Title and organization (if appropriate)

Area code and telephone

E-mail

Address

City

State

Zip

Check if the name of the nominator is confidential.

Award Category:

- Preservation Award** for a specific project that preserved, rehabilitated or restored a historic property.
- Preservation Media** for a printed publication or visual presentation that interpreted the history, preservation or physical characteristics of a historic property.
- Preservation Commendation** for an individual, organization or government agency that engaged in an advocacy, educational, programmatic or other activity supporting preservation efforts, either for a specific historic property or through a broad-based program.

Site Location:

Address, Tax Map Key Number, or Location Description

Summarize the project, activity, or media for which the nomination is being submitted in one sentence:

Nomination Checklist

All nominations: completed nomination form; typed one-page statement; 6 images (photos or digital) & nomination fee.

For media awards: cover shot of publication & 3 copies of publication or DVD.

For commendations: one-page biography or organizational description of nominee(s).



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NOMINATION SUBMITTALS

SUBMITTAL REQUIREMENTS

A complete nomination packet must be postmarked or received no later than **February 10, 2012** for the nomination to be considered by the Preservation Honor Awards Committee.

Please submit a separate nomination packet for each project, media or commendation being nominated.

A complete nomination packet must include:

1. Completed form.
 2. A typed one-page statement describing the project, program, organization, publication or work for which the nomination is being submitted. The statement should clearly describe the historic property's location, historic significance, the project's purpose, goal, scope of activity, methods, achievement, unusual challenges, innovation, long-range impact, statistics and/or any other information which would assist in its evaluation.
 3. A minimum of six images (photos or digital images; jpeg or tiff on a CD ROM) illustrating various aspects of the project (*e.g.* before and after results showing various interior and exterior views). A historic photo of the site is highly desirable. Photographs and digital images must be identified with a description, name of the site, project or program, and photographer.
 4. *For Preservation Media:* include a cover shot and six images contained in the publication, and three copies of the nominated medium (book, other publication or DVD).
 5. *For Preservation Commendations:* one-page biography or description of the organization and head shot(s) of the nominee(s).
 6. \$40 nomination fee payable to **Historic Hawaii Foundation**.
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IMPORTANT NOTICE

Nominations, photographs, digital images, printed publications and any supporting material submitted for awards become the property of Historic Hawai'i Foundation. Submission of the nomination grants permission to HHF to use the materials. Responsibility for permission to publish photographs in connection with the awards rests with the nominator.