



NOMINATION FORM



for the

2011 BERGEN COUNTY HISTORIC PRESERVATION COMMENDATION AWARDS

Celebrating over 25 years of Historic Preservation Achievement in Bergen County

In 1982, the first Bergen County Historic Preservation Commendation Awards were presented to members of the Bergen County community to honor outstanding historic preservation achievements by individuals, students, organizations and businesses. Since 1982, 242 Commendations have been presented. These awards were originally created to encourage the preservation, restoration and adaptive use of Bergen County's valuable and irreplaceable historic buildings, cemeteries, districts, houses, libraries, places of worship, schools, and other historic resources.

The 2011 Bergen County Commendation Awards Ceremony will be held in May, *National Historic Preservation Month*. The awards will be presented by the County Executive and the Board of Freeholders

Nominations may be submitted from individuals or organizations. Owners of historic properties are encouraged to nominate their historic buildings. The nomination categories are:

- ♦ *Restoration or Preservation Projects*
- ♦ *Adaptive Use*
- ♦ *Preservation Leadership*
- ♦ *Continuing Preservation or Use*
- ♦ *Preservation of a Structure, Object or Site*
- ♦ *Preservation Education*
- ♦ *Youth Preservation Projects.*

Commendations will be awarded to projects or individuals that demonstrate outstanding merit in the field of Historic Preservation and are limited to properties and programs in Bergen County. The Bergen County Historic Preservation Advisory Board reviews all nominations, inspects nominated properties and selects the award winners.

NOMINATION DEADLINE: Friday, April 1, 2011

When in doubt, preserve!" - Walter W. Taylor

CATEGORIES OF ELIGIBILITY

***A. Preservation or Restoration Project:** For the *successful rehabilitation/restoration of buildings for original or museum use*. Projects on portions of buildings, such as the restoration of a wing, will also be considered.

***B. Continuing Preservation or Use:** For any *actively preserved building still used for its original or similar function*. The building must be well maintained retaining most of its original fabric. Eligible examples include, but are not limited to, schools, stores, diners, factories, fire houses, banks or ecclesiastical buildings, that have retained their original appearance and have had no major alterations.

***C. Adaptive Use:** For the successful rehabilitation of a building on its original site for a *new use* while maximizing the retention of the structure's architectural integrity and distinctive materials.

***D. Preservation or restoration of a Structure/Object/Site:** For the successful preservation/restoration of a structure, object or site, such as a bridge, cemetery, historic landscape, monument, etc., or for the successful preservation or excavation of an archaeological site.

E. Education: For specific educational programs, publications, media projects, exhibitions or other efforts that *specifically* contribute and increase our knowledge about historic preservation in Bergen County.

F. Historic Preservation Leadership: For individuals, groups or agencies who have exhibited *outstanding leadership in historic preservation in Bergen County*.

G. Youth Preservation Project: For individual or group projects that contribute to the preservation of Bergen County's historic sites. Examples of preservation projects: clean-up of a historic cemetery or site, creating a web site on a town's endangered historic sites, or creating a historic preservation brochure. *Nominees must be high school age or younger.*

***For nominations in Categories A, B, C and D, projects that were guided by the Secretary of Interior's Standards for the Treatment of Historic Properties (www.nps.gov/history/hps/tps/standards_guidelines.htm) will be given additional consideration.**

NOMINATION FORM INSTRUCTIONS

- Awards will be made to projects or individuals that are judged to demonstrate exceptional merit in the field of historic preservation in Bergen County, how it meets the Category of Eligibility's criteria, the quality of the Narrative and the completeness of the Nomination Package with the supporting documentation.
- **ALL NOMINATIONS MUST BE TYPED OR COMPUTER GENERATED. NO HANDWRITTEN NOMINATIONS WILL BE ACCEPTED!** Forms may be downloaded from www.co.bergen.nj.us/parks. **ONE (1) ORIGINAL AND TEN (10) COPIES OF THE NOMINATION MUST BE SUBMITTED.** Commendations may not necessarily be awarded in all categories.
- All preservation projects must be complete but are not limited to projects completed in 2010-2011. Awards will be made to projects where *accepted preservation methodology*, such as those found in the *Secretary of Interior Standards* (www.cr.nps.gov/hps/tps/tax/rhb/stand.htm), and materials have been used. Nominated buildings, structures, objects and sites must be at least 50 years old and located in Bergen County. They should have historical or architectural significance. Preference will be given to projects that have sparked other preservation projects.
- County-owned historic sites, current employees of the Department of Parks and members of the Bergen County Historic Preservation Advisory Board are ineligible for commendations.

PHOTOGRAPHS:

- A minimum of six (6) digital photographs and images on CD-ROM or a Flash Drive must be submitted for categories A, B, C, D, and G. They must show before and after views of the exterior and, if applicable, the interior. Label all images clearly.
- A minimum of three (3) digital photographs and images on CD-ROM or a Flash Drive must be submitted for categories E and F.
- Only one (1) CD-ROM or Flash Drive of photographs/images is required with original nomination. Xeroxed or printed copies of those images must be attached to the ten (10) copies of the nomination package.
- Only scans/digital images of early or historic photographs of nominated properties should be submitted. **DO NOT SEND ORIGINALS.**
- Nominations of individuals must include digital photos of the individual(s) on a CD-ROM or a Flash Drive.
- **PUBLICATIONS:** If a printed publication is being nominated, a minimum of four (4) copies must be submitted. Publications from winning entries will become the property of the Division of Cultural Affairs Archives. These nominations *are required* to submit a *scanned digital image(s)* of the publication's cover on a CD-ROM or Flash Drive.
- **DVDs:** If a DVD is being nominated, a minimum of four (4) copies is required for submission. DVDs from winning entries will become the property of the Division of Cultural Affairs Archives.

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NOMINATION CATEGORY:
(circle one)

A	B	C	D	E	F	G
Pres. or Rest. Project	Continuing Pres. or Use	Adaptive Use	Pres. of Structure Object or Site	Education	Leadership	Youth Preservation Project

Nominated Property Name or Project Title or Person nominated:

(Maximum of 10 words. If receiving a 2011 Commendation, this title or name as it appears here will be inscribed on the Awards Certificate.)

Location of Nominated Property or Address of Nominee:

Owner of Nominated Property:

Project Team for nominated Properties or Projects *(If necessary, please attach a separate sheet with these names):*

*(These are the people who contributed to the preservation of the nominated property or participated in the nominated project.)
(If an organization, please list only the organization's name. These people and/or organization will be announced during the awards ceremony.)*

Nominated by:

(ONLY this person/organization will be notified of the results of the nomination reviews.)

Address:

Telephone: (day)

E-mail

APPLICATION INFORMATION CHECKLIST

(*Required items)

_____ *Nomination Form

_____ *Narrative comprised of _____ pages.

_____ *Digital photographs & images on disk.

_____ *List of Project Team members, including mailing addresses.

_____ *List of people to receive invitations to Awards Ceremony, including addresses. (MAXIMUM 10. If you wish to invite more than 10, we will email you a copy of the invitation.)

_____ Architectural drawings/renderings folded to 8.5"x11". Number of documents: _____

_____ Letters of support included.

_____ Other attachments: _____

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NARRATIVE INSTRUCTIONS

All nominations must include a type written Narrative (one page minimum) explaining why the property, project or individual deserves recognition. It must substantiate the exceptional quality and success of the nominee's project or an individual's contribution in terms of historic preservation in Bergen County.

For categories A, B, C, D, and G, provide a description, history and use of the property. Describe the work done, conditions before work began, time period of work and any knowledge of the individuals, organizations, agencies and/or firms involved, if known. If referring to photographs, please label and number each photograph.

For E and G, describe the long-term preservation goals of the programs and projects and how they have contributed to and supported the education of Bergen County citizens in Historic Preservation. Describe how these projects were made available to the local population and their accessibility.

For F, describe the contribution of the individual or agency to Historic Preservation in Bergen County. Include a short biographical description.

Nominations must be typed or computer generated.

This Nomination Form may be downloaded at: www.co.bergen.nj.us/parks

Nomination packages must be delivered by 4:30 pm, Friday, April 1, 2011, to the Bergen County Historic Preservation Advisory Board, Division of Cultural & Historic Affairs, One Bergen County Plaza - 4th Floor, Hackensack, NJ 07601-7076. Questions? 201-336-7267 or email jstrom@co.bergen.nj.us

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Kathleen A. Donovan



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