



## **2017 PRESERVATION AWARDS GUIDELINES & SUBMISSION REQUIREMENTS**

1. Nominations will be accepted only from members of the Hartford Preservation Alliance (HPA). Members may nominate their own projects.
2. Nominations are sought for outstanding historic preservation projects in the following award categories: 1) Historic Restoration; 2) Historic Rehabilitation or Adaptive Re-use; 3) New Construction in a Historic District (infill) or Addition to a Historic Property; 4) Municipal/Government Historic Rehabilitation Project; and 5) Stewardship of a Historic Building or Resource.
3. Nominated projects must have been completed during the 2016 calendar year. Projects must have been completed following the City of Hartford's permitting process. Projects must have received approval from the Historic Properties Commission or the Historic Preservation Commission (if applicable) **prior to** the commencement of work.
4. Only one award will be given in each category. Other qualifying nominations may receive Certificates of Merit. The Hartford Preservation Alliance reserves the right to NOT present an award in any given category if an award-worthy project is not nominated.
5. To nominate a project, please complete a **2017 Awards Nomination Form** and submit as per the directions given on the form.
6. Nomination applications and supporting documentation must be received at the HPA offices no later than 4:00 p.m. on Thursday, April 13, 2017.
7. Award selections will be made by the HPA Architectural Building Committee comprised of board members, staff, preservation and design professionals and community leaders. All committee decisions are final.
8. Awards will be presented at the Hartford Preservation Award Ceremony in June (date and place to be decided).

Direct all questions to Mary Falvey at [mary@hartfordpreservation.org](mailto:mary@hartfordpreservation.org) or **860.570.0331 ext. 2**