



523 West Sixth Street, Suite 826, Los Angeles, CA 90014 | laconservancy.org

Los Angeles Conservancy Preservation Awards

2019 Application

Deadline: Friday, November 9, 2018

The Los Angeles Conservancy welcomes applications for its 38th Annual Preservation Awards, honoring outstanding achievement in historic preservation.

The awards are selected by an independent jury of distinguished architects, preservation professionals, and business and community leaders. We will present the awards at a luncheon in July 2019.

Everything in this document is relevant to your application. Please read it carefully, and contact us if you have any questions.

Eligibility

The types of projects eligible for a Los Angeles Conservancy Preservation Award include:

- » Construction projects: restoration, rehabilitation, or adaptive reuse of a residential, commercial, or institutional structure
- » Preservation plans, programs, policies, or studies
- » Educational programs in historic preservation (courses, publications, conferences, etc.)
- » Grassroots preservation efforts by an individual or group
- » Cultural landscapes (eligible for the Royce Neuschatz Award, established to honor the former Conservancy Board member and advocate for open space in the urban environment)

To qualify for a Preservation Award, a project:

- » Must demonstrate outstanding achievement in the field of historic preservation
- » Must be located in Los Angeles County
- » Must have been completed by the date the application is submitted (projects completed before 2018 are eligible, as are previously nominated projects that did not receive an award)
- » (For construction projects) Must meet the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#)



- » (For cultural landscape projects) Must follow the [Secretary of the Interior's Guidelines for the Treatment of Cultural Landscapes](#)

Submission Instructions

The Conservancy must receive all applications by **5:00 p.m. on Friday, November 9, 2018**. To be considered, your application must include:

- » The completed application form, in either Microsoft Word or Adobe PDF format
- » High-resolution JPEG images of the project, including 3-5 images of the completed project, with permission and credits (see "Images")
- » One Microsoft Word document with captions for images supporting your application (see "Images")
- » A nonrefundable processing fee of \$75

<p>IMPORTANT: We have separate processes for application submission and fee payment. As a result, successfully completing your payment online does NOT mean that we received your application. See "Confirmation of Receipt," below.</p>
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Hard-Copy Submission

- » Pay the nonrefundable \$75 processing fee by enclosing a check with your application, by entering your credit-card information on the application, or online at laconservancy.org/awards
- » Send one printed copy of your application, plus a CD with the high-resolution JPEG images (see "Images," next page) and document with image credits, to:

Helen Huang
Los Angeles Conservancy
523 W. Sixth Street, Suite 826
Los Angeles, CA 90014
Attn: Preservation Awards

Electronic Submission

- » Pay the nonrefundable \$75 processing fee online at laconservancy.org/awards
- » Using an FTP site or a file-sharing service such as Dropbox or Hightail, share your application form and high-resolution JPEG images with Helen Huang at hhuang@laconservancy.org



Confirmation of Receipt

- » We will confirm receipt of all applications and payments. **If you do not receive confirmation by 5:00 p.m. on Friday, November 9**, please contact Helen Huang at hhuang@laconservancy.org or (213) 623-2489.

IMPORTANT:

The applicant is responsible for ensuring that the Conservancy receives both the application and payment. The Conservancy reserves the right to disqualify any application that we do not receive by the deadline, even if it was submitted but not received due to technical or delivery error. We will refund any fee payments for applications we do not receive.

Images

Please submit:

- » 25 – 50 JPEG images (preferred, but no hard minimum or maximum)
- » A MS Word document with brief captions

Please include range of images, preferably in color (except for historic views), including:

- » Historic views of the structure, site, area, and/or people involved in the story
- » The structure/site/project over the years, showing its evolution
- » The site (exterior, interior, detail) before the project began
- » The preservation work in progress (specific tasks, including the workers if possible; for non-construction projects: events, organizing meetings, press clips, etc.)
- » The completed work (corresponding to “before” images if possible)
- » People at the completed project/using the work completed (re-opening event, etc.)
- » Any other images that help tell the story of the project and its positive impact on the community and/or the field of preservation



High-Resolution Images of the Completed Project

In addition, please include:

- » Three to five high-resolution JPEG (300 dpi) color images of the completed project, both horizontal and vertical if possible
- » Credit information for each image
- » Written permission for the Los Angeles Conservancy to use the photos for educational and promotional purposes

If your project receives an award, we will use one or more of these images to illustrate the project in educational and promotional materials including our website (permanently), newsletters, social media, and luncheon materials, as well as for press coverage.

Application Tips

Tell a compelling, succinct story.

In addition to recognizing outstanding achievement, the Preservation Awards convey the value of historic preservation to a wide audience. Successful applications tell the story of their project in the most compelling way, encompassing:

- » The project's historical context
- » Specific goals of the project
- » Specific challenges the project team had to overcome
- » The project's benefits to the community
- » The broader lessons to be drawn from the project

Use a range of descriptive, high-quality images.

Quality images are essential to conveying a project's importance, challenges, and impact. Although Conservancy staff members may conduct site visits for nominated projects so that we can answer the jury's questions, jury members themselves typically cannot visit each project nominated for an award. We will contact you separately to arrange site access, if necessary.

As a result, **the photos submitted with an application are often the only way the jury can visualize a project.**



Other qualities the jury looks for in choosing Preservation Award recipients include:

- » **Geographic diversity** – projects throughout Los Angeles County
- » **A range of project types** – residential, commercial, institutional structures; landscape projects; planning, grassroots advocacy, and educational projects
- » **Community diversity** – projects that positively affect the wide range of communities and neighborhoods throughout Los Angeles County

If You Win

We will notify award recipients in the spring and will send a packet of materials to the person who submitted the application. **The applicant will be responsible for notifying members of the project team of the award, and for coordinating information needed for the awards luncheon.**

In preparing for the awards luncheon, we rely on members of the project team for information and images to augment the application. We will make every effort to minimize the additional time required on your part to prepare for the luncheon, and we thank you in advance for your assistance.

If we include on-stage remarks in the awards presentation, **the Conservancy will invite** a member of each winning team to accept the award and present very brief remarks. This representative will likely be an owner of the project site, not necessarily the project applicant. **The selection of the project representative is at the sole discretion of the Los Angeles Conservancy.**

If you win, we will also add your project to the Conservancy's website at laconservancy.org. We will include the street address. If it is a private residence, we will note, "Private Residence – Do Not Disturb."

Questions?

Contact Helen Huang at hhuang@laconservancy.org or (213) 623-2489.

Thanks for your interest, and good luck!



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PLEASE TYPE OR PRINT CLEARLY

Historic Project Name _____

Current Project Name _____

Address _____ City _____ ZIP _____

Original Architect and/or Builder _____

Architectural Style _____ Date of Original Completion _____

Landmark Designations, if relevant (check all that apply)

- | | | |
|--|---|--|
| <input type="checkbox"/> Locally Designated | <input type="checkbox"/> In Local Historic District | <input type="checkbox"/> In National Historic District |
| <input type="checkbox"/> Listed in CA Register | <input type="checkbox"/> Eligible for CA Register | <input type="checkbox"/> CA Point of Historical Interest |
| <input type="checkbox"/> Listed in National Register | <input type="checkbox"/> Eligible for National Register | <input type="checkbox"/> National Historic Landmark |

Project Type (check one)

- | | | | |
|--|--------------------------------------|--|------------------------------------|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Commercial | <input type="checkbox"/> Institutional | <input type="checkbox"/> Landscape |
| <input type="checkbox"/> Plan/Policy/Study | <input type="checkbox"/> Educational | <input type="checkbox"/> Grassroots | |
| <input type="checkbox"/> Other: | _____ | | |

Project Start Date (Month/Year) _____ Project End Date (Month/Year) _____



Application submitted by:

Name _____

Company _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

\$75 nonrefundable processing fee submitted by:

Check enclosed (payable to L.A. Conservancy)

Paid online at laconservancy.org/awards

Credit card: _____ VISA _____ MasterCard _____ American Express _____ Discover

Card number _____ Exp. date _____ Security code _____

Name on card _____ Signature _____

(We shred all credit-card information after processing payment.)



Project Narrative – Limit 2,000 Words TOTAL

Please provide the following information in sections as identified below.

Please limit the total word count (all sections combined) to 2,000 words.

1. Significance

Present a brief history of the property, structure, or area (for non-construction projects), and its importance to its community and the Los Angeles area. Include a general architectural description of the property and the neighborhood or surroundings, the architectural style, original use and other uses, any association with historic people or events, and any historic designations and the date of the designations.

2. Project Work

Describe the type of project, specifying restoration, rehabilitation, adaptive reuse, landscape, educational, studies, or other. Describe the scope of the project, including preservation philosophy, impetus for the project, the use(s) of the structure, the people it serves, portions of the property affected and unaffected by the project, the manner in which compliance with the Secretary of Interior's Standards was ensured, and any other pertinent information.

3. Condition and Challenges

Describe the condition of the structure (or for non-construction projects, the area or other context) before the project. Describe any project challenges, such as funding or financing, technical issues, development pressures, politics, code issues, etc.

4. Public Benefit

Describe the overall impact of the project, how it advances historic preservation in Los Angeles County, and how it provides specific benefits to the public. Highlight the ways in which the project is a model for others, illustrating the benefits and possibilities of preservation for similar projects.

END OF PROJECT NARRATIVE

SEE NEXT PAGE FOR PROJECT PARTICIPANTS



Project Participants

Below we list common categories of project participation. Please disregard any categories that don't apply to your project, and add any that do.

IMPORTANT: The award certificate and other materials typically cite the **name of a firm** for each category, **not the key contact or other individuals** involved in the project. If it's important to you that individual names appear on the certificate if your project wins, please be consistent if possible across the project team.

Please list each participant **EXACTLY** as it should be cited on the award materials if the jury selects this project. If listing a firm other than your own, please check with the firm to confirm the proper citation and spelling of their name.

The Los Angeles Conservancy is not responsible for typographical or other errors submitted below, or for the omission of project participants from this list.

CHECK ONE: Owner Owner/Developer Project Lead

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Architect (For multiple firms, please specify – Executive, Residential, Design, etc.)

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____



Architect (For multiple firms, please specify – Executive, Residential, Design, etc.)

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Preservation Architect

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Landscape Architect

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Contractor

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____



Construction Manager

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Historic Preservation Consultant

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Architectural Conservator

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Structural Engineer

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____



Mechanical Engineer

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Electrical Engineer

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Other M/E/P Participant (Please Specify: _____)

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Consultant (Please Specify if Needed: _____)

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____



Consultant (Please Specify if Needed: _____)

Team member/firm name as it should appear on award materials:

Key contact _____

Address _____ City _____ ZIP _____

Daytime phone _____ Email address _____

Other (Please Specify: _____)

Team member/firm name as it should appear on award materials:

Key contact _____

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The Los Angeles Conservancy is a nonprofit membership organization that works through education and advocacy to recognize, preserve, and revitalize the historic architectural and cultural resources of Los Angeles County. [Learn more or join today at laconservancy.org](http://laconservancy.org)