

The Monmouth County Historical Commission

Hall of Records Annex • One East Main Street • Freehold, NJ 07728

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MEMORANDUM

To: Municipal Offices, Historians and Historic Preservation Organizations

From: John Fabiano, Executive Director

Date: February 24, 2021

Re: Historic Preservation Awards

The Commission's annual Preservation Award program recognizes those who have preserved historic structures located in Monmouth County. Eligible are private citizens, organizations, businesses, municipalities or any one group who recently preserved an historic structure. The only ineligible applicant would be a property which received a Preservation Grant from the Commission.

Each year a number of gratified honorees receive this recognition for difficult, time-consuming, and costly historic preservation projects, which are regrettably often ignored. Since Monmouth County is a large county where much preservation work escapes the awareness of the Commissioners, we are eager to see more applications and solicit your interest in recommending nominations and help expand knowledge of this program.

The nomination form, simple by design, gives ample opportunity for the applicant to explain about the project's worthwhile contribution to historic preservation in their community. The enclosed sample form may be reproduced as needed, or may be printed from the County's web page at visitmonmouth.com under Department tab accessing the Historical Commission's web page and the Preservation Awards Program link: <https://co.monmouth.nj.us/page.aspx?ID=1832>

The key dates to remember are the deadline to submit nominations, April 21, 2021 and the Award's Night, June 7, 2021. I can assist you with the nomination's process or answer any other questions you may have regarding this program via e-mail at john.fabiano@co.monmouth.nj.us or calling me at (732) 431-7460 Ext. 7413, preferably Monday or Wednesday.

**MONMOUTH COUNTY HISTORICAL COMMISSION
PRESERVATION AWARD NOMINATION – 2021**

Name and Address of Nominee
& E-mail: _____

Name, Address & E-mail of Person
Making Nomination: _____

Name and Location of Nominated Preservation Project Structure:

Describe Briefly How Has This Project Benefited Preservation and/or Monmouth
County History or include in narrative:

Describe on a Separate Sheet of Paper - To be attached to this form:

- A) The historic significance of the nominated site
- B) The aims and goals of the preservation project described with sufficient detail to demonstrate the project's intent and accomplishments.
- C) The applicant must specifically explain and show how the project was accomplished. The application should be accompanied by "before" and "after" pictures with a minimum of two and a maximum of six each, preferably taken from the same perspective. The pictures may be black and white or color photographic prints of a quality suitable for publication, may not be returned and may be utilized to publicize the Preservation Award Program.
- D) When the Project Was Completed or Substantially Completed.

I affirm my personal familiarity with the nominated project and attest, to the best of my knowledge and ability, the accuracy of this submission.

Signature _____

Date _____

Please Note: A proper submission consists of this form completed in full, the required narrative and pictures, all to be submitted in hard copy. In addition, the submission must follow the guidelines on Page 2.



**MONMOUTH COUNTY HISTORICAL COMMISSION
PRESERVATION AWARDS PROGRAM**

RULES, STANDARDS AND GUIDELINES FOR SELECTION

1. The nominated property should be a building or structure historically noteworthy in some way and at least 50 years old.
2. The nominated project must be an undertaking designed to address historic elements in the structure's character and not an ordinary renovation, remodeling or repair. It must demonstrate recent work by the owner, award is not meant for long-term stewardship of a historic property.
3. A long-term project should be complete or substantially complete. An application should not be submitted until a larger project has reached the substantially complete stage.
4. Lack of detail or specificity that mars the commission's ability to evaluate the merits of the nomination will result in its rejection.
5. The project's materials, procedures and workmanship should be in character and sympathetic to the original.
6. Although structures other than buildings may be considered, the award is not appropriate for landscaping and non-structural elements, such as parks and cemeteries.
7. Not eligible are projects that received a Monmouth County Preservation Grant or multi-phased projects that have received this award for earlier work in an on-going undertaking.
Exception: The Commission may annually nominate one prior grant recipient for a project of exceptional size and merit where most of the funding has been provided by other sources.
8. Successful applicants will be awarded a Certificate of Merit at a Public Awards Program scheduled for June 7, 2021.
9. Completed applications must be received by the Commission at the Hall of Records Annex, 2nd Floor, Freehold, NJ 07728 by April 21, 2021.
10. Direct questions to Executive Director, John Fabiano,
john.fabiano@co.monmouth.nj.us