Historic Preservation Fund

Evaluation Criteria: CLG Grant Proposal

Project: ____________________________  Federal Funds Requested: ____________
Applicant: ____________________________  Total Project Cost: ____________

a. Is this an eligible Historic Preservation Fund project?  Yes  No
b. Is the application package complete?  Yes  No
   If not, identify missing item(s).

c. Does the principal investigator (PI) meet federal professional qualifications
   appropriate for the proposed project?  Yes  No
   If PI is not identified, is the job description adequate?

d. Does the proposal meet the annual CLG grant priorities?  Yes  No

e. Does the proposal address how the project contributes to the goals and objectives of
   the state historic preservation plan?  Yes  No

f. Does the proposal address how the project contributes to development or
   implementation of the historic preservation plan?  Yes  No

g. Does the proposal meet an identified priority of the local community?  Yes  No

h. Does the proposal clearly and adequately describe the project?  Yes  No

i. Does the proposal discuss the significance of the project?  Yes  No

j. Does the proposal demonstrate awareness of previous work done in a survey area or
   on a property or an issue? Have the AHRS and local inventory been consulted?  Yes  No

k. Does the proposal explain how the local historic preservation commission is involved
   with the project? Is there a letter of support or a resolution from the commission?  Yes  No
I. Does the proposal have a realistic work plan? Is it designed to be completed within the grant period? Does the schedule include time for review of draft products by OHA staff and the local historic preservation commission? Yes No

m. Does the proposal have a historic preservation focus? Yes No

n. Does the proposal clearly identify the audience? Yes No

o. Does the proposal include letters of commitment and support, as appropriate, from teachers, historic societies, museums, Native groups, and others? Yes No

p. Does the proposal clearly identify and describe the final product? Yes No

q. Does the proposal have a detailed and reasonable budget? Are personal services, travel, contractual services and supplies explained and specific costs identified? Is the amount requested appropriate for the proposed work? Yes No

Comments:

Recommendation for funding:

as requested: $ ______________________
reduced to: $ ______________________
increased to: $ ______________________

Reviewer Signature ______________________ Date ______________________
PROFESSIONAL QUALIFICATIONS OF CONSULTANTS

(EXCERPT from 36 CFR 61)

The following definitions have been developed to help states locate and hire qualified professionals in the disciplines of history, archaeology, architectural history, and historical architecture. It should be noted that one year fulltime professional experience need not consist of a continuous year of fulltime work, but may consist of discontinuous periods of fulltime or part-time work that total the equivalent of a year of fulltime experience.

A. **HISTORY:** The minimum professional qualifications are a graduate degree in history or a closely related field; or a bachelor's degree in history or a closely related field and one of the following: (1) at least two years of fulltime experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historical organization or agency, museum, or other professional institution; or (2) substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

B. **ARCHAEOLOGY:** The minimum professional qualifications are a graduate degree in archaeology, anthropology, or closely related field plus (1) at least one year of fulltime professional experience or equivalent specialized training in archaeological research, administration or management; (2) at least four months of supervised field and analytic experience in general North American archaeology; and (3) demonstrated ability to carry research to completion. In addition to these minimum qualifications, a professional in prehistoric archaeology shall have at least one year fulltime professional experience at a supervisory level in the study of archaeological resources of the prehistoric period. A professional in historic archaeology shall have at least one year of fulltime professional experience at a supervisory level in the study of archaeological resources of the historic period.

C. **ARCHITECTURAL HISTORY:** The minimum professional qualifications are a graduate degree in architectural history, art history, historic preservation, or a closely related field, with course work in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation, or a closely related field plus one of the following: (1) at least two years of fulltime experience in research, writing or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum or other professional institution; or (2) substantial contribution through research and publication to a body of scholarly knowledge in the field of American architectural history.

D. **HISTORICAL ARCHITECTURE:** The minimum professional qualifications are a professional degree in architecture or a State license to practice architecture, plus one of the following: (1) at least one year of graduate study in architectural preservation, American architectural history, preservation planning or a closely related field and at least one year of fulltime professional experience on preservation and restoration projects; or (2) at least two years of fulltime professional experience on preservation and restoration projects. Experience on preservation and restoration projects shall include detailed investigation of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.