

## WEST VIRGINIA DIVISION OF CULTURE AND HISTORY

### West Virginia State Historic Preservation Office Conference Scholarship Information and Application

The West Virginia State Historic Preservation Office Conference Scholarship, as appropriate, offers funding assistance to individuals to attend conferences that enhance knowledge of historic preservation. Examples of such conferences include, but are not limited to, the annual conferences of the National Trust for Historic Preservation Conference and National Alliance of Preservation Commissions. Notice of availability will be provided through public announcement on our agency website, newspaper or other means.

The purpose of the scholarship program is to provide education on historic preservation issues to West Virginia residents by attending sessions, learning from other nationwide examples and networking with others. Conference attendees should be able to return to their communities with gained knowledge of how to advance the historic preservation movement. Although it is open to all individuals, members of historic landmark commissions, community leaders, elected officials, planning staff, Main Street Program volunteers, or other organizations involved in historic preservation efforts are encouraged to apply for the scholarship.

#### ***Eligibility:***

Applicants will be awarded based on a competitive basis.

Applicants must be West Virginia residents who demonstrate an interest in historic preservation by at least one of the following:

- volunteering on preservation related projects.
- holding a membership on a local historic landmark commission, planning board, Main Street organization, Certified Local Government or other preservation related organization.
- holding an elected office
- government employee dealing with planning/preservation issues.
- owning or developing historic properties in West Virginia.

Applicants must demonstrate how they will be able to further the efforts of historic preservation in their community.

#### ***Program Requirements***

Scholarship recipients must agree to attend educational sessions on a minimum of 2 days of the conference.

### ***Eligible Expenses***

Lodging and conference registration are expenses eligible for reimbursement. Announcements will identify the dollar amount of scholarship. Request for reimbursement must be made to the State Historic Preservation Office within three weeks of the travel date. Payments will be made as soon as possible upon submission of original hotel, registration receipts and a brief cover letter describing what sessions were attended and an evaluation and review of the conference.

### ***Selection Process***

Applications will be selected according to the following criteria:

- How will participation assist in addressing/solving a local issue(s)?
- How will this provide training to a novice/inexperienced or to a professional/experienced person in the field of historic preservation?
- Will the scholarship allow travel to those with limited budgets, or to those who may otherwise not have attended?

For additional information, please refer to the scholarship grant program description in the grants manual.

### ***How to Apply***

Applications are available through:

- our website, [www.wvculture.org](http://www.wvculture.org), click on Historic Preservation, then look under the Forms and Application Section for Scholarship Grant Form. (It will allow you to type on the application and print it out but will not allow you to save the typed material.)
- or by contacting State Historic Preservation Office at the Division of Culture and History at 304-558-0240

### ***Application Deadlines***

Announcements will indicate specific deadlines for each individual conference.

**Conference Scholarship Application** (please print or type)

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

**Daytime Telephone:** \_\_\_\_\_

**Evening Telephone:** \_\_\_\_\_

**Fax #:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

***Conference wishing to attend:***

National Trust for Historic Preservation

National Alliance of Preservation Commissions

other: \_\_\_\_\_

***Type of Applicant (check all that apply and describe position/organization representing):***

Local Landmark Commission member \_\_\_\_\_

Local/State Preservation Society or other non-profit group member \_\_\_\_\_

Elected Government Official \_\_\_\_\_

Government employee \_\_\_\_\_

Other \_\_\_\_\_

***Please list the total estimated expenses for which you will request reimbursement.*** \_\_\_\_\_

\_\_\_\_\_

***In the past 5 years have you attended other historic preservation related conferences? If so, please list name and years attended.*** \_\_\_\_\_

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***Please describe how knowledge gained at the conference will benefit historic preservation efforts in your community.***

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***Please explain current budget issues which may impact your ability to attend conferences, professional training, etc.***

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