



2024 ACHP/HUD Secretary's Award for Excellence in Historic Preservation

Overview

About the ACHP/HUD Secretary's Award for Excellence in Historic Preservation

The Advisory Council on Historic Preservation (ACHP) partners with the U.S. Department of Housing and Urban Development (HUD) to recognize developers, organizations, and agencies for their success in advancing the goals of historic preservation while providing affordable housing and/or expanded economic opportunities for low- and moderate-income families and individuals. In addition, nominated projects or activities will be judged for the success they have achieved in preserving, rehabilitating, restoring, and interpreting our architectural and cultural heritage. One award will be presented in summer 2024. Eligible projects must meet the following criteria:

- Promote the use of historic buildings for affordable housing, community development, and/or expanded economic opportunities
- Include HUD funds, financing, or other assistance
- Meet preservation guidelines
- Contribute to local and/or tribal community revitalization efforts

Important Dates

- **October 31, 2023:** Online application portal opens.
- **February 7, 2024 (11:59 pm PST):** Deadline for online applications.
- **Spring 2024:** Notification to winner.
- **Summer 2024:** Award ceremony.

To review descriptions of previous award-winning projects, go to <https://www.huduser.gov/portal/about/HistoricPres-intro.html>

Nomination Information

Nomination Questions

Nominations must answer all the following questions by number. Please be concise.

1. What is the project or activity's name, and where is it located?

2. What makes the nominated project exemplary? Please provide a one-page summary of the project, which should include details about the historical significance of the site, the challenges faced, the project's outcomes, and its benefits.
3. How does the nominated project or activity facilitate the continued or adaptive use of historic structures and districts for affordable housing and/or economic development opportunities?
4. How does the project benefit low- or moderate-income families and individuals?
5. When was the project completed?
 - a. Projects completed within three years of nomination are eligible. Nominated projects must be completed by the date of the submission of the nomination. "Completed" for the purposes of this nomination means that the development is being utilized for its intended purpose (e.g., some of the housing units are leased, businesses have signed leases for the commercial space, etc.).
 - b. Long-term projects or programs are eligible if substantial achievements have been made within the last three years.
6. Is the project or activity in an area that is part of a locally developed, overall community revitalization effort, or part of a community revitalization plan?
7. What are the impacts of the nominee's project on the community?
 - a. Community impacts may include (but are not limited to) social and economic benefits, resiliency strategies, cultural integrity, youth engagement, and sustainability.
8. What are the qualities and degree of difficulty of the nominee's project or efforts?
9. How is the nominee's project unusual or pioneering?
10. Can the project serve as an example for others?
11. What sources of funding were used to complete the project (e.g., HUD assistance, Opportunity Zone fund, other public funds, private funds, tax credits, etc.)? Clearly state which sources are HUD funding.
12. What role did HUD assistance play in the nominated project or activity?
13. What HUD programs are active in the project or activity (e.g., Housing Choice Voucher program, Jobs Plus, etc.)?
14. Nominated projects must have undergone Section 106 review. What finding of effect resulted from the Section 106 review of the project? (Was it a "no adverse effect" finding? Did a Memorandum of Agreement [MOA] resolve the adverse effect?)

Nomination Attachments

Each nomination must include the following attachments:

- Complete contact information for nominator and key partners (list no more than six). Include name, title, organization/business, mailing address, telephone number, and email address.
- A brief project budget that includes the total cost of the project, details of funding sources along with their respective amounts, and the specific HUD program(s) that provided assistance (e.g., CDBG, ICDBG, HOME, RAD, 221(d)(4), etc.).
- One to five supporting materials (e.g., project brochures, fact sheets, published news stories).
- One to three letters of recommendation.
- A list of past awards this project received.
- A copy of the Section 106 concurrence letter from the State Historic Preservation Officer (SHPO), Part 2 Historic Tax Credit approval, or executed Section 106 Agreement Document.

- Five to 10 high-quality jpeg digital images totaling no more than 25 MB combined. Each image must be numbered and identified with the project name, a very brief description (e.g., #1 Stanley Hall, rear façade), and photo credit information. Horizontal photos are preferred. Photos should show some of the outstanding preservation work the nominee has accomplished; before and after images are helpful. Submit only digital images that are not copyrighted and may be reproduced by HUD and the ACHP without a fee, charge, or copyright infringement.

Nominations must be completed electronically as a Word or PDF document and submitted following the instructions provided at: <https://www.huduser.gov/portal/about/ExcellenceHistPres-submit.html>

Nomination Guidelines

All nominations are due by 11:59 p.m. PST on February 7, 2024.

Complete submissions must be received by February 7, 2024, to be considered. Supplemental information received after the deadline will not be considered.

Award Process

Nominations submitted by February 7, 2024, will be reviewed by a jury consisting of HUD and ACHP representatives.

The winner will receive notification in the spring of 2024.

The public award announcement and presentation will take place at a special ceremony in the summer of 2024.

Contact 1-800-245-2691 or helpdesk@huduser.gov with any questions.