



Partners in Training – Call for Proposals – Fall 2016

The Historic Preservation Education Foundation (HPEF) initiative, *Partners in Training*, furthers our mission of providing training opportunities on technical topics associated with preservation technology. This program was developed partly in response to cuts in public funding for preservation training, and seeks to replicate the success HPEF has enjoyed working with other educational institutions and organizations that share its passion for the technical aspects of preservation.

Since its founding in 1986, HPEF has presented major national conferences and sponsored publications supporting preservation technology, including:

- Craft Skills Development Summit, Washington, D.C., April 2013.
- Preserving Religious Properties: A Practical Workshop for Caretakers of Older Churches and Synagogues, New Bedford, Massachusetts, April 2013.
- 12th International Congress on the Deterioration and Conservation of Stone, Columbia University, New York City, October 2012.
- Symposium on the Restoration of Cast and Wrought Iron, Columbia University, New York City, March 2011.
- Building Codes Conference Series, Washington, D.C.; San Francisco, 2003–2004.
- Preserve and Play: Preserving Historic Entertainment and Recreation Resources, Chicago, 2005.
- Preserving the Recent Past Conference Series, Chicago, 1995; Philadelphia, 2000.
- Historic Interiors Conference Series, Philadelphia, 1988; Washington, D.C., 1993.
- Roofing Conference and Exposition, Philadelphia, 1999.
- Historic Tax Incentives Conference Series, 1997 through 2006.
- Historic Windows Conference Series, Boston, 1986; Washington, D.C., 1996.

Since the inception of the *Partners in Training* program in 2014, grants have supported widely varied initiatives. In the current round of funding, HPEF again invites educational institutions and nonprofit organizations based in the United States to submit training and education proposals set in the U.S. that address specialized topics associated with technical aspects of preservation projects. Applicants should review the HPEF website (www.hpef.us) for information on previous HPEF activities, including those undertaken with non-traditional and cross-disciplinary partners, and those which provided in-depth training on narrowly defined materials or building types.

HPEF's goals for the *Partners in Training* initiative are as follows:

- Support technical preservation training and education efforts for the public sector and for educational institutions and non-profit organizations.
- Partner with educational institutions and non-profit organizations to deliver technical preservation training.
- Provide high-quality and focused symposia and conferences on topics timely to the technical preservation community.
- Utilize HPEF's experience and organizational stability to support new and unique training opportunities

Applicants are encouraged to team with other groups, including public, private, and non-profit organizations, if this supports the primary goals of the proposal.

The Partnership

Following a model that has proven successful, HPEF's contribution may include administrative as well as initial financial support. Administrative support can include participation in event planning, registration functions, and, as appropriate, assistance in online or print publication of materials prepared for the project. Initial financial support includes seed money to fund preparatory tasks.

Successful applicants will assume all other responsibilities including marketing; coordination of on-site aspects associated with the venue; project budget; and staffing, including at event, to meet on-site needs.

Grant Stipulations

HPEF will invest \$5,000 to \$20,000 in selected initiatives, representing a maximum of 50 percent of the total project cost. (Since 2014, the average PIT grant has been approximately \$7,000). The proposed project must be implemented in 2017 or 2018. Typically, 50 percent of the award will be provided after receipt of a signed agreement between the grantee and HPEF. The remainder will be released after the grantee submits a final report that is approved by HPEF.

Qualifications

1. The proposed project must represent an important or emerging technical preservation topic related to historic buildings or sites and not fully addressed by others.
2. The proposed project must be unique from ongoing programs of the applicant (e.g., annual meetings of organization).
3. The proposed project must be undertaken in the United States and the applicant organization must be based in the United States.
4. The applicant organization must demonstrate previous successful experience planning and implementing events of similar structure and scale.
5. The person who will assume the primary role in design and implementation of the initiative must be identified and qualified (Initiative Chair).
6. The commitment of the primary institution, organization, and any key partners must be demonstrated.
7. The proposed budget must be reasonable and realistic.
8. Proposals requesting funds to underwrite direct construction costs and wages are discouraged.
9. Preference will be given to projects that are matched with other funds.

Submittals

The following materials are to be submitted electronically to submissions@hpef.us:

1. Project Narrative
 - a. Proposal Description: goal, need, approach, and preliminary identification of partners and participants, especially any instructors or other individuals who will conduct training
 - b. Overview of institution or organization making application
 - c. Resume of Initiative Chair
 - d. Identification of how requested Partners in Training funding would be used to further project goals
2. Preliminary Schedule
3. Letters of Intent
 - a. From primary institution(s) and partners
 - b. From Initiative Chair and key participants (speakers)
4. Budget
 - a. Total budget for proposed project identifying all project costs and revenues, registration fees, etc.
 - b. Identification of amount of Partners in Training funding requested
 - c. Identification of source and amount of any additional support (both financial and in kind)

Schedule

Proposals are to be submitted in a single pdf file by **12:00 a.m., October 10, 2016**. Following HPEF's preliminary review, notice of intent to fund, request for additional information, or notice of non-award will be given on/about December 10, 2016.

For additional information, please see the HPEF website: www.hpef.us, or contact: submissions@hpef.us.