

Request for Proposals: West Virginia Historic Preservation Conference

The Preservation Alliance of West Virginia (PAWV) is now accepting proposals for its biennial West Virginia Historic Preservation Conference on **September 20-22, 2018**. It will be held primarily at the historic Blennerhassett Hotel in **Parkersburg** - with opportunities for offsite workshops and tours in Wood County.

Conference proposals should fit into at least one of three tracks (described at the bottom of this document):

1. “Show Me the Money” – Funding Historic Preservation Projects;
2. Practical Uses of Historic Preservation;
3. Historic Preservation Is Community Revitalization

This is a request for knowledgeable professionals willing to lead one or more of the following:

- Keynote speeches
- Plenary speeches
- Half- or full-day, hands-on workshops
- Educational walking or driving tours
- Educational sessions
- Roundtable discussions
- Multi-presenter, panel presentations
- Poster session for students and AmeriCorps members

For more information on each of these positions, necessary qualifications, and the application process, please see the guidelines below.

Submit proposals via email to Kelli Shapiro at preservewv@aol.com by Monday, April 30, at 5pm EST.

For more information, please contact PAWV’s Executive Director, Danielle LaPresta, at dlapresta@pawv.org or 304-345-6005.

This RFP does not indicate any promise to follow through and implement any proposals. We reserve the right to select different trainers for workshops, sessions, etc. We reserve the right to accept late proposals if insufficient or inadequate proposals for all slots are not received by the deadline. We may suggest revisions to your proposals for your consideration. PAWV staff will organize and direct all events and will have final approval of content.

This conference will be funded in part with federal funds from the National Park Service, Department of the Interior and the WV Division of Culture and History, State Historic Preservation Office. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally Assisted

Programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, DC 20240.

Proposal Application Requirements:

Professionals interested in providing preservation training for any of the above formats — speeches, workshops, educational sessions, roundtables, panel discussions, poster sessions, and/or educational tours — should submit a proposal including:

- Title of session or presentation
- Conference track(s) to which the session or presentation relates
- Description of proposed presentation, no more than one page
- Whether presentation/session is for beginners or a more experienced audience
- Short abstract, no more than 150 words, for use in conference handouts
- Name, Title, Contact Information (phone and email), and Organizational/Institutional Affiliation, if any
- Qualifications, credentials, and experience:
 - Skill(s) that you are qualified to teach
 - Teaching or training experience
 - A one-paragraph bio suitable for use in conference handouts
- Tools or equipment, if applicable, that you can provide for the class and student use
- Materials, equipment, and site requirements you would expect PAWV to provide
- Availability
- Cost / fee proposals for presentation (when applicable)

Presenters will be offered free admission to the conference for the day (excluding banquet) of their presentation, plus the volunteer-discount rate to attend the rest of the conference. Presenter fees, when paid, will be negotiated on a case by case basis. No separate travel expenses will be paid. Presenter fees may be offered to speakers if funds are available – as well as if, per SHPO grant requirements, those presenters meet the Secretary of the Interior’s Professional Qualifications Standards found in 36 CFR 61. (For information on 36 CFR 61 standards, see https://www.nps.gov/history/local-law/arch_stnds_9.htm.) Some presenters not meeting the requirements in 36 CFR 61 may also be paid fees, and PAWV will make this determination as funds are available.

Positions Available:

- **Plenary and keynote speakers**
 1. A 15-30 minute plenary speech on local history or preservation – or on one of the conference tracks – for a session during Friday’s luncheon;
 2. A 30-45 minute keynote speech related to one of the conference tracks for the awards banquet on Friday evening.

- **Workshop leaders**

Trades workshops are best held at a historic property in the Parkersburg area, with hands-on work performed on the property as part of the workshop. Some workshops may include a classroom component or may be intensive training on a focused topic. Occasionally, other formats – such as a longer training period, or combining multiple skills in one workshop – may be offered. These workshops can be either a half or full day. Trainers should have extensive experience in the specific skill, thorough familiarity with historic preservation issues regarding that skill, and experience in teaching the skill. Trainers are encouraged to bring additional hand tools for students’ use for hands-on practice. Seminar, panel, or roundtable type workshops related to one of the tracks could also be considered for workshop topics.

- **Educational speakers**

Educational speakers will lead 75 minute sessions related to one of the tracks. Each session will be held in a breakout room at the Blennerhassett Hotel. Conference participants will have the option of attending various sessions throughout the three-day period. Speakers should have extensive experience in the specific topic, thorough familiarity with historic preservation issues regarding that topic, and/or experience teaching the topic.

- **Roundtable leaders**

The roundtable discussions, which should be related to one of the tracks, will be 75 minutes long and will be located in a breakout room at the Blennerhassett Hotel. Leaders of roundtable discussions must have widespread knowledge and experience working with the specific topic. Leaders will be available to discuss and answer questions asked by conference participants regarding the discussion topic, as well as to encourage constructive input and sharing of experiences by the participants.

- **Panel presenters and moderators**

The leaders/moderators of panels related to one of the tracks will assemble 2 or 3 panel presenters to each give a short presentation related to the same theme, followed by discussion led by the moderator. The names, contact information, and qualifications of each panel participant should be included in the proposal. Panels will last 75 minutes and will be held in a breakout room at the Blennerhassett Hotel.

- **Tour guides (walking or driving)**

Walking tours generally run from 1.5 to 3 hours. Driving tours may be a half-day or longer. Guides must have comprehensive knowledge of the historic structures and properties described on the tour. PAWV requests that tour guides be knowledgeable not only in the historic uses of the buildings but also in the methods, strategies, and/or technologies used during the preservation, adaptive reuse, etc., of the structures/sites. The primary focus of the tour should be related to historic preservation and/or one of the conference tracks; however, PAWV encourages tours to also share aspects of local history.

- **Poster session presenters**

The poster session will include the presentation of research or a historic preservation project either by an individual (typically a student or AmeriCorps member) or by representatives of a project team. Presenters will accompany and discuss their posters – illustrating their research methods or project scope and outcomes. The posters can be displayed during the entire conference, but the poster presentation session will be held during an hour or 75 minutes on Friday or Saturday of the conference.

Three Conference Tracks:

Conference attendees can choose to attend workshops and educational sessions related to three conference tracks, which focus on specific themes common in historic preservation projects and development. By featuring three different tracks, conference attendees can choose the topic that best reflects their interests and gain the most from their experience. Attendees will have the choice of Thursday workshops and tours reflective of track themes, as well as Friday and Saturday concurrent educational sessions. With the broad conference theme of tools for a successful historic preservation project, proposals should be related to one of the following tracks.

1. “Show Me the Money” – Funding Historic Preservation Projects

This track will focus on different funding opportunities and tools for specific types of historic preservation projects. Possible session topics include (but are not limited to) fundraising and grant-writing, funding a historic theater project, a how-to on syndicating historic tax credits, revolving loan funds, ideas for reusing decommissioned public buildings, creative ideas for restoring historic cemeteries, and an informational session from community foundations.

2. Practical Uses of Historic Preservation

This track will focus on technical preservation issues and the ways that historic preservation can be used practically in everyday life. Participants will learn ways to identify preservation problem areas and techniques for dealing with these issues, as well as when to call in a professional. Possible session topics include (but are not limited to) historic window rehabilitation, mothballing a historic property, assessing the general condition of one’s historic house, mitigating flood risk for historic properties, insuring your historic building, and ways to deal with water infiltration.

3. Historic Preservation Is Community Revitalization

This track will focus on how historic preservation is an effective strategy for community revitalization and the different ways historic preservation can be used for heritage tourism, community development, or city planning. Possible session topics include (but are not limited to) historic landmark commissions’ best practices, utilizing coal resources for heritage tourism development, river-based heritage tourism development, and steps for nonprofits to succeed in using a historic building for an adaptive reuse purpose. Another possibility is a discussion of tools for dealing with abandoned, historic buildings.