

FEDERAL PROFESSIONAL QUALIFICATIONS
DOCUMENTATION FOR HISTORIC PRESERVATION PLANNING

Name: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Website: _____ Email: _____

Telephone: _____ Fax: _____

I would like to be included on the Ohio Historic Preservation Office list of qualified contractors.

I would like my qualifications to be reviewed, and status determined, but I do not wish to be included on the contractors list.

The following information is requested to document professional qualifications meeting the requirements of the federal government, as stated in the Secretary of the Interior's Proposed "Historic Preservation Professional Qualification Standards" for Historic Preservation Planning prepared by the National Park Service in response to the 1992 amendments to the National Historic Preservation Act (Pub. L. 102-575). The National Park Service has not formally adopted the qualifications for Historic Preservation Planning; however, the Ohio Historic Preservation Office uses these proposed standards to review individual's qualifications for inclusion in its list of consultants that is made available to the public.

Historic Preservation Planning, a specialization within Planning, is the practice of identifying and carrying out particular goals and strategies to protect historic and archaeological resources at the local, regional, State or national level.

The minimum professional qualifications in Historic Preservation Planning are a graduate degree in Planning, or a closely related field, with course work in Historic Preservation, plus a minimum of two (2) years of full-time professional experience applying the theories, methods, and practices of Historic Preservation Planning that enables professional judgments to be made about the identification, evaluation, documentation, registration, protection, or treatment of historic and archeological properties in the United States and its Territories; and products and activities that demonstrate the successful application of acquired proficiencies in the discipline to the practice of historic preservation; OR a Bachelor's degree in Historic Preservation Planning or a closely related field with course work in Historic Preservation, plus a minimum of four (4) years of full-time professional experience as described above.

- A. List all graduate degrees in Planning. Include degree, year, and institution, and field of specialization. Example: M.C.R.P., 1993, Moser College; Housing, Real Estate and Neighborhood Planning. Include course work in Historic Preservation.

B. List any graduate degrees in fields closely related to planning such as historical or cultural geography, architecture, urban design and historic preservation. Include degree, year, institution, and field of specialization. Include degree, field, year and institution. Briefly explain the relevance of your graduate training to the study of planning. Include course work in Historic Preservation.

C. List any bachelor's degree in planning or a closely related field. Include degree, field, year, and institution. For any degree in a field other than planning, briefly discuss the relevance of you undergraduate training to the study of planning. Include course work in Historic Preservation.

D. Beginning with your most recent work, list employer, dates employed, title, nature of work, and length of experience and/or training in full-time months. E.g. City of Duluth, 6/02-11/03, planning assistant, drafted ordinance to create local historic preservation program and establish Duluth as Certified Local Government, 18 full-time months. Those with many years experience need only list their most recent jobs.

1. List work products that demonstrate the successful application of acquired proficiencies in planning to the practice of historic preservation. Such products may include preservation plans or ordinances adopted by government officials, economic feasibility studies that make recommendations for preserving historic or archaeological properties, publications or presentations related to preservation planning, or professional service on organizations concerned with preservation planning. Attach separate sheet if necessary.

ALL APPLICANTS

- A. Attach a statement with any other information or explanations that you would like to have considered.
- B. Attach a current resume to this **completed** form.
- C. The information submitted on this form and with the attachments to this form are accurate to the best of my knowledge.

Name: _____

Signature: _____

Date: _____

Additional copies of this form are available from the Ohio Historic Preservation Office or on-line at our website: www.ohpo.org and click on Services for Professionals, then on "How to Qualify for the Consultants List."

Submission:

- 1. Submit your documentation and the \$60.00 annual subscription fee to the Ohio Historic Preservation Office, Ohio Historical Society, 1982 Velma Avenue, Columbus, Ohio 43211-2497. Subscription is on state fiscal year basis, July-June.
- 2. The Ohio Historic Preservation Office will review your documentation and provide you with our opinion as to whether your qualifications meet the standards established by the National Park Service.
- 3. If your qualifications meet the standards, the fee will be processed. If we find that you do not meet the standards, your fee will be returned with an explanation as to why your qualifications do not meet the standards.

4. Method of Payment:

- Check enclosed payable to "Ohio Historical Society"
- Purchase Order Number: _____
- Visa American Express Master Card Discover

Card Number: _____ CID# _____

Expiration Date: _____

Name on Card: _____

Cardholder Signature: _____

- 5. Contact the Ohio Historic Preservation Office with questions at the address above, by calling (614) 298-2000, or by E-mail: ohpo@ohiohistory.org.