

# Wyoming State Historical Society

# Awards Manual



# 2021

**WYOMING STATE HISTORICAL SOCIETY**

**Awards Committee**

**Jane Gebhart, Chair, Gillette**

**Ruth Lauritzen, Green River**

**John Davis, Worland**

**Cindy Brown, Cheyenne**

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## FOREWORD

Through its awards program the Wyoming State Historical Society seeks to encourage and recognize efforts to preserve **Wyoming history**. Candidates for awards have written, published, and copyrighted works pertaining to the **history of Wyoming** or have made significant contributions in historical compilations for which adequate publisher markets do not exist.

The awards program also recognizes significant contributions in numerous other areas of historical activity.

Awards are presented at the Annual Meeting of the Society each September.

Any interested person can, with the approval of the Executive Board of the Wyoming State Historical Society, contribute to Wyoming history by establishing and donating to an award that would become part of this program and be administered by the Society. The donor can, with the approval of the Executive Board, specify the rules for the award and designate what the award will be. For details contact Society headquarters at P. O. Box 247, Wheatland, WY 82201, preferably via e-mail to [linda@wyshs.org](mailto:linda@wyshs.org).

### **Nomination Forms Must Be Received No Later Than April 30:**

**Jane Gebhart, Chair**

**805 Rodeo**

**Gillette, WY 82718**

**[janegebhart@gmail.com](mailto:janegebhart@gmail.com)**

**307-687-0097**

It is critical that all nominations have correct contact information for the nominee. **Nomination forms for student entries are due on or before June 1. Please *DO NOT* use school addresses for student nominations; only the nominee's home address.** E-mail and phone numbers are vital. Also, please note that some nominations require specific additional information.

### AWARDS COMMITTEE

The duties of the Awards Committee are to encourage, through personal contact with chapter presidents and other Society members, and/or publicity in the media, including *Wyoming History News*, the nomination for awards of individuals and groups who have made significant contributions to the preservation of the history of Wyoming to categorize and judge nominations in accordance with rules established by the Executive Committee of the Society.

The awards period, except for Cumulative Awards, shall extend the same as the calendar year from January 1<sup>st</sup> to December 31<sup>st</sup> except for the Youth Awards, which shall be completed during the current school year.

Certificates, plaques, and other awards will be presented at the Annual Meeting of the Wyoming State Historical Society by the Awards Committee chairperson.

## Deadline for Entries:

**Must be postmarked on or before April 30 of the year following the awards period except for the Youth Awards, which must be postmarked on or before June 1. *Please note that some nominations require additional documentation in addition to the form on page six.***

**Send all award nominations, with supporting materials, to:**

**Jane Gebhart, Chair  
805 Rodeo  
Gillette, WY 82718**

**[janegebhart@gmail.com](mailto:janegebhart@gmail.com) or call 307-687-0097**

## AWARDS PROGRAMS RULES

The activities recognized by the Awards Committee are publications, exhibits, or projects carried out in the awards period, which goes from January 1 through December 31 each year. **All entries must focus on the history of Wyoming.** Awards need not be granted in all categories each year.

Nominations should be submitted through county chapters, if possible. Chapters are urged to use the state awards as a way of honoring local students, researchers, historians, teachers, projects, and members. Nominations may also be made by **individual members** of the WSHS. Please do not send more than one nomination per category except in cases where more than one award may be given. **For instance, in the Publications-Reference category only one award is given so only one nomination may be made. Honorable mention awards can be given to none, one, several, or all the remaining entries. At the committee's discretion, no award may be given in a sub- category if the committee feels none of the nominations are worthy of an award. Note: A nomination may be entered in only one category. \***

*\*Committee decisions are final. Committee may move nominations to another category as they see fit.*

The Awards Committee may nominate and make awards on its own when no chapter or individual has nominated a project or activity worthy of an award in a category. When a county chapter submits their nominations, **a cover page or list of nominees** shall be included. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winners. Each nomination must be on a separate page.

**Please make sure that the entry is complete and that all the parts of the entry are submitted at the same time.**

Following these Award Program Rules is **a generic report form on page 6, which much be used for all award nominations submitted by county chapters or individuals. Please use the most current form and provide all information requested on the form.** Completing this form will assist the Awards Committee and provide information for publicity purposes. This form can and should be duplicated for use with each nomination submitted. An electronic copy of the form (in Word) can be requested from Society headquarters by e-mailing: [linda@wyshs.org](mailto:linda@wyshs.org).

When nominating original paintings, sculpture, etc. it is requested that color photos be sent and not the originals. When nominating publications or activity projects, please send a copy of the publication or activity project (if applicable) at the earliest possible time so that the Awards Committee will have adequate time to evaluate.

For young historians, each competing student may consult with teachers and/or parents to determine a project topic, which can be based on new or previously unpublished information obtained through interview or research, or the project can be a creative presentation of previously known facts. History Day formatted projects such as documentaries, exhibits, performances, and websites along with their supporting written materials are encouraged as well as traditional essays. The project must relate specifically to Wyoming history.

Nominations must be postmarked on or before April 30 of each year to be eligible for consideration (except for Youth Awards, which are to be postmarked by June 1). Certificates, plaques, and other awards will be presented at the Annual Meeting of the Wyoming State Historical Society in September. Nominations received after the stated deadline each year, or those which do not receive awards in one year may be nominated another year if eligible (i.e., Fine Arts Award, Mabel Brown Cumulative Contribution Award, L. C. Bishop Award, Henryetta Berry Memorial Award, Judge and Mrs. Percy W. Metz Memorial Award and the Clara M. and Henry E. Jensen Outstanding Wyoming Teacher Award).

The Awards Committee will meet in July to judge the nominations. A compilation of award winners will be prepared by the WSHS Awards Chairman with the information to include: Name of the award, who nominated it, the award winner's name, the committee's reason for its selection, and contacts (chapter's and individual's address, phone number and/or e-mail address). The WSHS Awards Chairman will prepare the awards.

Award winning nominations as well as the others submitted, will be displayed at the Annual Meeting. It is requested that, if possible, each chapter submitting nominations designate a specific individual to retrieve the chapter nominations following the Awards Luncheon.

**All categories are eligible to receive an Honorable Mention. Committee decisions are final. Committee may move nominations to another category as they see fit.**

**Additionally, it is not mandatory that an award be given every year in any category.**

**Each year's recipients will be posted on the Society's website at [www.wyshs.org](http://www.wyshs.org).**

## NOMINATION FORM

(Make Copies as Necessary. Print or type all information)

### AWARD CATEGORY/DESCRIPTION OF AWARD

---

(i.e., Publications: Book-fiction; Fine Arts; L. C. Bishop Award)

TITLE \_\_\_\_\_

AWARD NOMINEE'S NAME \_\_\_\_\_

---

Home Address – street, city, state, zip

---

E-mail and Telephone

IF STUDENT AND/OR TEACHER AWARD ADD NAME OF PARENT, TEACHER, GRADE, SCHOOL, and CITY (**Note: The student's home address listed above is mandatory**).

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NOMINATING CHAPTER/INDIVIDUAL:

---

Chapter or Individual making the nomination

---

Chapter's Award Chairperson (if applicable)

---

Address – street, city, state, zip

---

E-mail and/or Telephone

---

PUBLICITY INFORMATION/REASON THIS PERSON/PROJECT IS NOMINATED (add sheet if necessary)

---

Signature of Chapter Awards Chairperson or Nominating Individual

# PUBLICATIONS AWARDS

## Books

Awards in this category recognize books that have contributed significantly to the history of Wyoming.

Nominations shall be made using the form *along with a copy of the published work*.

### **Fiction (1 Award)**

- On a Wyoming Subject or locale

### **Non-Fiction (2 Awards)**

- On a Wyoming Subject or locale

### **Biography or Autobiography (1 Award)**

- On a living or deceased resident of Wyoming

### **Self-Published Work (1 Award)**

- In one of the above categories

### **Single Chapter in a Non-Fiction, Biographical, or Autobiographical Book (1 Award)**

- Containing chapters written by several authors on a Wyoming subject or locale

### **Poetry (1 Award)**

- Single poem or a book of poetry written on a Wyoming subject or locale

### **Reference Work on a Wyoming Subject or Locale (1 Award)**

#### Judging Criteria

- Historical Accuracy: In your judgment and to the best of your knowledge, is the information presented in this book accurate?
- Completeness of Coverage: Is the subject covered so it gives the reader a complete picture?
- Quality of Writing: Is the information presented in a way that makes for enjoyable reading?
- Usefulness: Does the book have a table of contents, footnotes/endnotes, lists of sources and an index?
- Attractiveness: Is the book designed and printed in such a way as to make it visually appealing?
- Importance: Does it fill a void in published Wyoming history, or does it provide significant new information about subject matter, which has already been covered in published materials?

**\*\* Disclaimer - Committee decisions are final. Committee may move nominations to another category as they see fit.**

## Pamphlets, Brochures, Newsletters, and Calendars

Awards in this category recognize pamphlets, brochures, newsletters, or calendars relating to Wyoming history. Nominations shall be made using the form *along with a copy of the published work*.

### **Pamphlet (1 Award)**

- On a Wyoming subject or locale that has been published during the award year, must be less than 80 pages

### **Brochures (1 Award)**

- On a Wyoming subject or locale that has been published during the award year, must be less than 12 pages

### **Newsletters (1 Award)**

- On a Wyoming historical subject matter that has been published during the award year, must be less than 24 pages

### **Calendar (1 Award)**

- On a Wyoming subject or locale shall have been published during the award year

### Judging Criteria

- Historical Accuracy: In your judgment, and to the best of your knowledge, is the information presented accurate?
- Quality of Writing: Is the information presented in a way that makes for enjoyable reading for the average reader of the publication in which the material is printed?
- Importance: Does the nominated pamphlet, brochure, newsletter, or calendar provide an appealing new look at information that may have been published earlier?
- Attractiveness: Is the pamphlet, brochure, newsletter, or calendar designed and printed in such a way as to make it visually appealing?
- Newsletter Note: In the case of the newsletters, a significant part, but, by its very nature, not the entire content of the publication must be historical in nature.



## Magazines and Newspapers

Awards in this category recognize magazines or newspaper articles relating to Wyoming, or a Wyoming magazine or newspaper which has contributed to the history of Wyoming. Nominations shall be made using the form *along with a copy of the published work*.

### Magazines (1 Award)

- A magazine that has contributed to the history of Wyoming during the award year

### Newspapers (1 Award)

- A newspaper that has contributed to the history of Wyoming during the award year

### Judging Criteria

- Historical Accuracy: In your judgment, and to the best of your knowledge, is the information presented accurate?
- Quality of Writing: Is the information presented in a way that makes for enjoyable reading for the average reader of the publication in which the material is printed?
- Importance: Does the nominated magazine or newspaper article provide an appealing new look at information, which may have been published earlier?

## Internet Website

Awards in this category recognize the designer of a website relating to Wyoming history.

- The Internet website shall have been created or updated with at least 50% new content during the current awards year.
- The website may have been created by an individual or group of individuals. No website may be nominated more than 2 times.
- The content of the website must be historically noteworthy and related to Wyoming or local history.
- A maximum of one (1) award may be given. \*

Nominations shall be made using the form on page 6. The judges will review the actual website online so please do not include hard copies printed off the website in your nomination.

### Judging Criteria

- Historical Accuracy: In your judgment, and to the best of your knowledge, is the information presented accurate?
- Quality of Writing: Is the information presented in a way that makes for easy navigation of the website for the average internet user?
- Importance: Does the nominated website provide new information or an appealing new look at information that may have been published earlier?

## Social Media

Awards in this category recognize social media (blogs, Facebook pages/groups, Twitter pages, Instagram profiles, etc.) that have contributed significantly to the history of Wyoming. Nominations shall be made using the form along with a link to the page.

- The page shall have been created or updated, posting new content weekly during the current awards year.
- The page may have been created by an individual or group of individuals. No social media may be nominated more than 2 times.

### **Social Media (1 Award)**

- On a Wyoming Subject or locale

#### Judging Criteria

- Historical Accuracy: In your judgment and to the best of your knowledge, is the information presented in the page accurate?
- Completeness of Coverage: Is the subject covered so it gives the reader a complete picture?
- Quality of Writing: Is the information presented in a way that makes for enjoyable reading?
- Attractiveness: Is the page professional?
- Importance: Does it fill a void in published Wyoming history, or does it provide significant new information about subject matter, which has already been covered in published materials?

# AUDIO OR VISUAL DOCUMENTARY AWARDS

Awards in this category recognize professionals or non-professionals who have made an outstanding contribution to Wyoming history by developing documentary material in the audio- video field. Nominations shall be made using the form on page 6. A copy or copies for viewing or hearing shall be provided.

## **Professional (2 Awards)**

- Audio and Audio/Visual
- To an individual or individuals, television station, film production company, radio station, or any for-profit organization that has made an outstanding contribution to Wyoming history by developing documentary material in the audio-video or computer-generated field.

## **Non-Professional (2 Awards)**

- Audio and Audio/Visual
- To individuals or groups who have made an outstanding contribution to Wyoming history by developing documentary material in the audio-video or computer-generated field.

## Judging Criteria

- Historical Accuracy: In your judgment, and to the best of your knowledge, is the information presented accurate?
- Quality of Writing: Is the information presented in a way that gives the viewer or listener a complete picture?
- Quality: Is the information presented in a way that makes for enjoyable viewing or listening?
- Usefulness: Does the audio or audio/video tape have useful value in promoting Wyoming history or for use as a teaching tool?
- Importance: Does it provide new information about Wyoming history or does it provide an appealing new look at already existing information?

## FINE ARTS AWARDS

Awards in this category recognize outstanding accomplishment in the field of fine arts, which results in the promotion, depiction, recognition, or preservation of Wyoming history. Nomination shall be made using the form.

Four (4) awards may be given in a year.

### Judging Criteria

- Awards Committee members will review carefully each fine arts nomination of painting, sculpture, functional pieces such as chess sets and furniture, drama and music. In addition to artistic quality, historical significance and accuracy will be major considerations. In the case of a painting or other work of art portraying a historical event, does it do so accurately?

## YOUNG HISTORIAN AWARDS (DUE JUNE 1)

Awards in this category recognize original projects in Wyoming history by students in Wyoming elementary, junior high and high schools. Projects produced are to be based on new or previously unpublished information obtained through interview or research or can be a creative presentation of previously known facts or information. **If a project board or exhibit is nominated, the nomination should include copies of the corresponding written material included on the board to ensure that the entire exhibit can be judged.**

- The county chapter will only send the best three (3) projects in each grade grouping. Nomination shall be made using the form stating the name and address of the nominee, parent's name, teacher's name, the grade of the student, school and location as well as the title and description of project submitted, date written, chapter nominating entry, reason for nomination, and the project. In some cases, photographs of the project will be acceptable instead of the actual product.

**First Place (3 Awards)** Grades 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, and 9<sup>th</sup> – 12<sup>th</sup> earn \$100 and a certificate

**Second Place (3 Awards)** Grades 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, and 9<sup>th</sup> – 12<sup>th</sup> earn \$65 and a certificate

**Third Place (3 Awards)** Grades 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, and 9<sup>th</sup> – 12<sup>th</sup> earn \$35 and a certificate

### Judging Criteria

- Historical Accuracy
  - In your judgment, and to the best of your knowledge, is the information presented in this project accurate?
- Completeness of Coverage
  - Is the subject covered in a way that gives the reader a complete picture?
- Quality of Presentation
  - Is the information presented in a way that makes for enjoyable access of information?
- Usefulness
  - Does the project have footnotes/endnotes or lists of sources? Does it have an index?

- Attractiveness
  - Is the material presented in such a way as to make it visually appealing?
- Originality
  - Does the project contain information developed through research or does it repeat previously written information in a creative way?

## JUNIOR ACTIVITIES AWARDS (DUE JUNE 1)

Junior Activities Awards are offered to Wyoming youth in four categories as listed below:

- Research and exploration of a historic site in their county, which may lead to the marking of a site.
- Participation in the activities and programs of a chapter of the Wyoming State Historical Society.
- Establishment of a junior history organization.
- Educational activities which promote, with study and projects, the understanding and knowledge of local and/or state history.

Nomination shall be made using the form stating the name and HOME address of the nominee, the name and description of the activity and the name of teacher or group leader, school or organization and location and the grade(s) or age(s) of student(s).

**First Place (3 Awards)** Grades 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, and 9<sup>th</sup> – 12<sup>th</sup> earn \$100 and a certificate

**Second Place (3 Awards)** Grades 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, and 9<sup>th</sup> – 12<sup>th</sup> earn \$65 and a certificate

**Third Place (3 Awards)** Grades 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, and 9<sup>th</sup> – 12<sup>th</sup> earn \$35 and a certificate

### Judging Criteria

- Research and Exploration
  - This should be given to an individual or group who has explored and researched a historic site in their county, which may lead to the marking of a site.
- Chapter Participation
  - An individual must show outstanding participation in the activities and programs of a chapter of the Wyoming State Historical Society.
- Establishment of Organization
  - An individual in this category must establish a junior history organization within the state.
- Educational Activities
  - An individual must promote, with study and projects, the understanding and knowledge of Wyoming history.

# COLLEGIATE HISTORIAN AWARDS

Awards in this category recognize original projects in Wyoming history by college students in Wyoming. Applicants should be degree seeking, college students. Projects produced are to be based on original research.

- The county chapter will only send the best three (3) projects in each grouping. Nomination shall be made using the form stating the name and address of the nominee, school, and location as well as the title and description of project submitted, date written, chapter nominating entry, reason for nomination, and the project. In some cases, photographs of the project will be acceptable instead of the actual product.
- Projects include research papers, posters, and documentaries.

**First Place (1 Award)** Individual or group projects will earn \$100 and a certificate

**Second Place (1 Award)** Individual or group projects will earn \$65 and a certificate

**Third Place (1 Award)** Individual or group projects will earn \$35 and a certificate

## Judging Criteria

- Historical Accuracy
  - In your judgment, and to the best of your knowledge, is the information presented in this project accurate?
- Completeness of Coverage
  - Is the subject covered in a way that gives the reader a complete picture?
- Quality of Presentation
  - Is the information presented in a way that makes for enjoyable access of information?
- Usefulness
  - Does the project have footnotes/endnotes or lists of sources? Does it have a reference section?
- Attractiveness
  - Is the material presented in such a way as to make it visually appealing?
- Originality
  - Does the project contain information developed through research or does it repeat previously written information in a creative way?

# ACTIVITIES AWARDS

The Activities Award (only one award per year) is given to:

- An individual or group making a significant contribution to Wyoming history through a well-planned, well-conducted tour or tours to a historic site/sites in Wyoming.
- An outstanding education project which furthers the understanding and knowledge of local and state history.
- An individual or group promoting museum activities.
- An individual or group promoting restoration or interpretation of a local historic site or sites.
- An individual or group preparing a Wyoming family history project.
- Nominations shall be made using the form on page 6.

## Judging Criteria

- Tour - This category must show a significant contribution to Wyoming history by providing a well-planned, well-conducted tour to a historic site. The Annual Trek is eligible for nomination as well as all chapter treks.
- Educational Project - In this category, the individual or group must further the understanding and knowledge of local and state history.
- Museum Activities - In this category, the individual or group must show promotion of museum activities.
- Historic Preservation - In this category, the individual or group must show restoration or interpretation of a local historic site or sites.
- Wyoming Family History Project - In this category, the information presented must connect the importance of the family history to the history of Wyoming.

# ANNUAL SERVICES AWARD

This award is to be made to Society members in recognition of outstanding services to the Society during the award year. Nomination shall be made using the form on page 6. A maximum of three (3) awards may be given.

## Judging Criteria

Awards Committee members will review each nomination carefully to determine if, in their opinion, any of the nominations are worthy of an award. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winners.

# CHAPTER AWARDS

Chapter awards are made to provide financial assistance to individual Society chapters for historical projects. Note: *Additional information must be submitted utilizing the form on page 18.*

**A brief oral report will be made to the Society at the next Annual meeting on the progress of the project funded by each Chapter Award and a written report shall be submitted at the same time to the Society's Executive Board for record purposes. Upon completion of the project, a summary report shall be sent to the current Awards Chairperson or to the Wyoming State Historical Society to the attention of the WSHS Executive Secretary Linda Fabian.**

- Only chapters in good standing are eligible for these awards.
- Applications for the chapter awards must be made utilizing a copy of the official form with no more than two additional pages of narrative.
- The purpose of the awards program is to provide financial assistance to chapters for historical projects, complete, incomplete, or proposed.
- Funds awarded for a specific project must be used for that project.
- Chapters can apply for more than one award (i.e., Homsher Grant and Chapter Award), but the awards will not exceed the total project cost.
- Applications for these awards must be submitted to the WSHS Awards Committee Chairperson and must be postmarked on or before April 30 of any given year.
- Applications shall be judged by the Society's Awards Committee and all decisions shall be final.
- Presentations to Chapter Award winners will be at the Annual meeting.
- Chapters receiving awards shall present a brief oral report at the next Annual Meeting and a brief written report after the project is completed to the Society as indicated above.

**First Place (1 Award) - \$750 prize**

**Second Place (1 Award) - \$500 prize**

**Third Place (1 Award) - \$300 prize**

## Judging Criteria

- Merit: Is the proposal well planned? Does the chapter have a clear idea of what it wants to accomplish?
- Need: Are there other sources of financial support for the project? Is financial support critical to the success of the project?
- Historical Value: Will the result of the project be valuable to the community, county or state?

(Continued Page 18)



# CHAPTER AWARD

## SUMMARY APPLICATION FORMAT

WSHS Affiliated Chapter:

Date:

Address:

1. Brief project description:
2. Reason for choice of project:
3. Describe the involvement of the community and/or other community groups or organizations in this project:
4. Total cost or projected cost of the project:
5. How will the project be funded?
6. Outline the permanent results of the project (tangible and intangible) as beneficial to Wyoming history:

Chapter President:

Address:

E-mail or Telephone:

Chapter Awards Chairperson:

Address

E-mail or Telephone:

(Please send a copy of this application form and additional narrative to the Awards Chairperson. Please type or print all information. Include no more than two additional pages of narrative.)

## THE CLARA M. & HENRY E. JENSEN OUTSTANDING WYOMING TEACHER AWARD

This award is made to a Wyoming teacher in recognition of outstanding performance in teaching Wyoming history in the classroom. Nomination shall be made using the form on page 6. All nominations must include adequate supporting information to aid the judges in their selection of the award winner.

**First Place (1 Award)** \$250 prize, a plaque, and a plaque to the recipient's school

### Judging Criteria

Awards committee members will review each nomination carefully to determine if any are worthy of receiving this award. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winner.

## MABEL BROWN CUMULATIVE CONTRIBUTION AWARD

This award is to be given as special recognition to a living Wyoming resident who over a long period of time, has made valuable contributions to the understanding and awareness of Wyoming and its history.

Nominations shall be made using the form on page 6. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winner.

The recipient receives \$250.00 and a plaque.

**\*Only one (1) award per year may be given. The award need not be given each year.**

### Judging Criteria

Awards committee members will review each nomination carefully to determine a winner, so feel free to add as much detail as you wish.

## L.C. BISHOP AWARD

This award is made to an organization or individual who has voluntarily contributed in a significant manner, over several years, to preserving or recording the history of any part of a historical trail in Wyoming through preservation of a site, completed written research, cartography, or other means.

Nominations shall be made using the form on page 6. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winner.

**\* Only one (1) award per year may be given. The award need not be given each year.**

### Judging Criteria

Awards committee members will review each nomination carefully to determine if any are worthy of receiving this award.

## HENRYETTA BERRY MEMORIAL AWARD

This award is made to an organization or individual in recognition of their promotion of Wyoming history among young people.

Nominations shall be made using the form on page 6. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winner.

**\*Only one (1) award per year may be given. The award need not be given each year.**

### Judging Criteria

Awards committee members will review each nomination carefully to determine if any are worthy of receiving this award.

# JUDGE & MRS. PERCY METZ MEMORIAL AWARD

**Sample copies of the photographs or oral history tapes (or their transcripts if they have been transcribed) to accompany the nomination entry. These copies to be retained by the Wyoming State Historical Society.**

This award is made to an individual or organization in recognition of outstanding contribution to the history of Wyoming in the field of photography or oral history, which may span many years.

Nominations shall be made using the form on page 6. All nominations must include **adequate supporting information** to aid the judges in their selection of the award winner.

**\*Only one (1) award per year may be given. The award need not be given each year.**

## Judging Criteria

Award committee members will review each nomination carefully.

# MAURINE CARLEY MEMORIAL

## PRESERVATION AWARD \* **ELECTRONIC SUBMITTALS ONLY.**

The Maurine Carley Memorial Award is made by the Wyoming State Historical Society to an organization or an individual in recognition of an outstanding project in the field of historic preservation. A historic preservation project may span many years, and people are encouraged to submit projects that may represent Wyoming's diverse cultural heritage. Projects may be underway or shall have been completed within the last two years of being nominated for the award.

Possible nominations may include residential, commercial, public, religious, industrial, or institutional buildings, historic sites, trails, cemeteries, archaeological sites, and other places significant to Wyoming history. Preservation projects that focus on objects or items such as photographs, documents, antiques, or books are not eligible for the Maurine Carley Memorial Award. Oral history programs, or similar projects, are also not eligible for this award.

Preservation of sites on the National Register of Historic Places that comply with the Secretary of the Interior's *Standards for Historic Preservation* will be given special consideration. Sites not enrolled in the National Register may also be eligible for consideration. Generally, buildings or objects that have been moved from their original location are not eligible for listing in the National Register unless the location to which they have been moved is characteristic of the location on which they were originally constructed or sited. Although buildings or sites currently used or planned for a use other than that for which they were originally constructed may be considered for the Maurine Carley Award, these buildings or sites should retain features and characteristics that are strongly reminiscent of the original use. For example, a home converted for use as a bed and breakfast might retain these features and traits.

Nominations shall be made by either a local chapter of the Wyoming State Historical Society or the Executive Board of the Wyoming State Historical Society. Nominations must include both a letter and a completed application. A letter to the Historic Preservation Committee, signed by an authorized representative of the local chapter or Executive Board, along with a completed application will fulfill these requirements.

Please note that materials submitted with the application, such as photographs, brochures, and newspaper and magazine articles, must be electronically processed and sent by e-mail.

The Historic Preservation Committee of the Wyoming State Historical Society will review all complete applications that have been submitted electronically by the deadline and determine the recipient of the Maurine Carley Award. Usually, one award per year is given. However, if the Committee chooses, it may give more than one award because of merit. All other nominations submitted may be eligible to receive special recognition. The award need not be given each year.

Maurine Carley, who was a long-time, active member of the Wyoming State Historical Society and acted as its treasurer for twenty years, was a recognized historian and writer. She was dedicated to the preservation of the history of Wyoming and shared this dedication in her writing and in serving as a trail guide for many State Historical Society Treks. \*\*

- **Usually, one award per year is given. If the committee chooses it may give more than one award because of merit. All other nominations submitted may also be eligible to receive special recognition.**

The recipient receives \$300, a plaque, and a Conrad Schwiering print signed by each of the then five living governors (as supplies last).

Please note that this requires a DIFFERENT nomination form than that shown on page 6. The nomination and supporting materials must adhere to the established deadline and submitted electronically. See the application form on the next pages 23 and 24. The information on Page 25-27 is what the Historic Preservation Committee will utilize in determining the recipient.

## Instructions for Completion of Application for Maurine Carley Memorial Historic Preservation Award

Please complete the application in full. Additional copies of the application may be obtained from the Wyoming State Historical Society Executive Secretary Linda Fabian at [linda@wyshs.org](mailto:linda@wyshs.org) or 307.322.3014.

If you have questions about the award or completion of the application, please contact the Historic Preservation Committee Chair Jonita Sommers or you may contact Society headquarters at 307-322-3014 or [linda@wyshs.org](mailto:linda@wyshs.org)

### Send the completed application packet to

**Jonita Sommers, Chair, historic Preservation Committee**  
**[jonitasommers@gmail.com](mailto:jonitasommers@gmail.com)**

Please make certain that all requested materials are included in your nomination package. The nomination package must include completed cover sheet with signatures, letter to the Historic Preservation Committee with signatures, project description (no more than five pages), no more than 16 photographic images (clearly labeled) and no more than 5 single pages of support materials such as newspaper or magazine articles. Please remember that all application materials must be sent electronically via email. Use the checklist on the next page.

### Maurine Carley Memorial Award Nomination Application Packet Checklist:

- \_\_\_ Completed cover sheet with appropriate signatures.
- \_\_\_ Letter to the Historic Preservation Committee with appropriate signature(s).
- \_\_\_ Project description of no more than five typed pages. Please use a minimum of an 11-point font, with one-inch margins.
- \_\_\_ No more than **16 non-returnable electronically submitted** photographs of the project. Provide clear images of the site and/or building(s), including up to 5 before, 5 during, 5 after of interior and exterior. Clearly label each image with date and description. Please include a separate photo of the completed view of the final project that shows the entire building and landscape (not so far back that the building can't be seen).
- \_\_\_ No more than **5 single page electronically produced support materials**, such as copies of newspaper or magazine articles, brochures, etc.

**DEADLINE: MUST BE SUBMITTED ELECTRONICALLY BY APRIL 30 OF CURRENT YEAR**

(COVER SHEET)

**WYOMING STATE HISTORICAL SOCIETY MAURINE CARLEY MEMORIAL HISTORIC PRESERVATION AWARD**

Name and address of property being nominated:

\_\_\_\_\_

Address of person(s) being nominated: \_\_\_\_\_

Email/Phone of person being nominated: \_\_\_\_\_

Email/Phone of person submitted nomination: \_\_\_\_\_

National Register: Is the property listed in the National Register of Historic Places? (For more information about the National Register, contact the State Historic Preservation Office, 2301 Central Ave., Cheyenne, WY 82002; 777-5656.)

\_\_\_ Yes \_\_\_ No

Name to appear on check for award winner: \_\_\_\_\_

Name to appear on the plaque for award winner: \_\_\_\_\_

**Owner's signature:** Please have the property owner read the following statement and obtain the owner's signature.

I approve of this application for the Maurine Carley Award and authorize the Wyoming State Historical Society to publicize the project, if my preservation project wins.

\_\_\_\_\_

Owner's Signature

Date

**Signature of an officer of a local chapter affiliated with the Wyoming State Historical Society or an authorized member of the Wyoming State Historical Society's Executive Board.** Please obtain the signature of an officer of the local historical society chapter nominating the project. (For information about local chapters, contact the WSHS Executive Secretary Linda Fabian at linda@wyshs.org or 307.322.3014.)

\_\_\_\_\_

Officer's Signature

Date



## MAURINE CARLEY MEMORIAL AWARD – For committee use only.

### NOMINATION PROJECT SUMMARY AND SUPPORTING MATERIALS

**PROJECT SUMMARY:** Please briefly describe the project that is being nominated. Include a brief history of the property. Limit to five (5) pages:

Briefly describe the property that is being nominated including the following information:

- A brief history of the project.
- A description of the condition of the property prior to the preservation activity and efforts undertaken to preserve the site and/or structure(s) > Include information regarding experts who may have been involved in the process.
- An overview of the preservation accomplishments and benefits to the public.
- An explanation of public and/or private involvement and funding sources.
- A summary of project completion date(s) and plans to complete in the future.

Remember, your project summary should be no more than five typed pages, using a minimum of an 11-point font, with one-inch margins.

#### SUPPORTING MATERIALS:

Include no more than 16 electronically produced photographs. Provide clear images of the site and/or building(s), including 5 before, 5 during, and 5 after interiors and exteriors. Clearly label each image with date and description. Please include a separate photo of the completed view of the final project that shows the entire building and landscape (not so far back the building can't be seen).

If you wish, you may also include no more than **5 electronically produced** copies of other materials that explain or illustrate the project. These may include newspaper or magazine articles, brochures, etc.

#### GUIDELINES FOR EVALUATING MAURINE CARLEY APPLICANTS

Each application will be evaluated or rejected depending on the following criteria. **\*\*Committee Members: Please complete a form for each application and sign the form.**

**Name of Project:** \_\_\_\_\_

1. Thoroughness of the application. Possible 10 points.
  - a. Point Value Given: \_\_\_\_\_
2. Enrolled in National Register – Automatic 10 points
  - a. Eligible for National Register - 8 points  
Other significant points
  - b. Point Value Given: \_\_\_\_\_
3. A brief history of the project.
4. A description of the condition of the property prior to the preservation activity and efforts undertaken to preserve the site and/or structure(s). Include information regarding experts who may have been involved in the process.
5. An overview of the preservation accomplishments and benefits to the public.
6. An explanation of public and/or private involvement and funding sources.
7. A summary of project completion date(s) and/or plans to complete in the future.
  - a. Possible 15 points

Point Value Given: \_\_\_\_\_

8. Demonstrated community involvement and support. Possible 5 points.  
Point Value Given: \_\_\_\_\_

**TOTAL POINT VALUE** (possible 40 points): \_\_\_\_\_

**REJECTION CRITERIA**

If answers to any of the following questions are affirmative, then the application needs to be rejected.

Was the project completed over two years ago?

Did the applicant follow instructions to submit nominations and support materials electronically?

Did the applicant miss the April 30 deadline?

Was the application submitted without input from the local historical society or the Executive Board of the Wyoming State Historical Society?

Should this application be rejected? Yes \_\_\_\_ or No \_\_\_\_

**\*\*Signature of the Evaluator** \_\_\_\_\_

# OUTSTANDING PRESERVATION PROJECT AWARD

## **\* ELECTRONIC SUBMITTALS ONLY**

The Outstanding Preservation Project Award is made by the Wyoming State Historical Society to an organization or an individual in recognition of an outstanding project in the field of historic preservation that does not focus on the physical preservation of a historic building or site. Those projects that do focus on the physical preservation of a historic building or site may qualify for the Wyoming State Historical Society's Maurine Carley Award.

Projects eligible for the Outstanding Preservation Project Award focus on the preservation of objects or items such as photographs, documents, films, or books significant to Wyoming's history. For example, the preservation of historic photographic plates may qualify for this award. On the other hand, the preservation of equipment or tools may qualify for the award, such as the restoration of a historic wagon.

Projects may be underway or shall have been completed within the last two years of being nominated for the award. Please note that materials submitted with the application, such as photographs, brochures, and newspaper and magazine articles, will not be returned; these materials should be copies, rather than the originals. Scanned photographs are acceptable.

Nominations shall be made by either a local chapter of the Wyoming State Historical Society or the Executive Board of the Wyoming State Historical Society. Nominations must include both a letter and a completed application. A letter to the Historic Preservation Committee, signed by an authorized representative of the local chapter or Executive Board, along with a completed application will fulfill these requirements.

The Historic Preservation Committee of the Wyoming State Historical Society will review all complete applications that have been postmarked by the deadline and determine the recipient of the Outstanding Preservation Project Award. Usually, one award per year will be given. However, if the Committee chooses, it may give more than one award because of merit. All other nominations submitted may be eligible to receive special recognition. **The award need not be given each year.**

The recipient receives \$300, a plaque, and a Conrad Schwiering print signed by each of the then five living governors (as supplies last).

Please note that this requires a DIFFERENT nomination form than that shown on page 6. The nomination and supporting materials must adhere to the established deadline. See the application form on pages 29-31.

## OUTSTANDING PRESERVATION PROJECT AWARD

Please complete the application. Additional copies of the application may be obtained from the Wyoming State Historical Society Executive Secretary Linda Fabian at linda@wyshs.org or 307.322.3014.

If you have questions about the award or completion of the application, please contact the Historic Preservation Committee Chair Jonita Sommers, [jonitasommers@gmail.com](mailto:jonitasommers@gmail.com).

**Send the completed application packet electronically to Jonita Sommers, [jonitasommers@gmail.com](mailto:jonitasommers@gmail.com).**

Please make certain that all requested materials are included in your nomination package. The nomination package must include the original application, plus four copies of the application. Please remember that no application materials will be returned. Use the checklist below.

### Outstanding Preservation Project Award Nomination Application Packet Checklist:

- \_\_\_ Completed cover sheet with appropriate signatures.
- \_\_\_ Letter to the Historic Preservation Committee with appropriate signature(s).
- \_\_\_ Project description of no more than five typed pages. Please use a minimum of an 11-point font, with one-inch margins.
- \_\_\_ No more than **10 electronically produced photographs** of the project.
- \_\_\_ No more than **5 electronically produced support materials**, such as copies of newspaper or magazine articles, brochures, etc.

**DEADLINE: MUST BE EMAILED TO JONITA SOMMERS BY APRIL 30 OF CURRENT YEAR**

(COVER SHEET)

**WYOMING STATE HISTORICAL SOCIETY  
OUTSTANDING PRESERVATION PROJECT AWARD**

Name and address of project being nominated: \_\_\_\_\_

Name and address of person(s) being nominated: \_\_\_\_\_

Email/Phone of person being nominated: \_\_\_\_\_

Email/Phone of person submitting application: \_\_\_\_\_

Name of award winner to appear on check: \_\_\_\_\_

Name of award winner to appear on plaque: \_\_\_\_\_

**Nominee’s signature:** Please have the nominee read the following statement before signing this document. I approve of this application for the Outstanding Preservation Award and authorize the Wyoming State Historical Society to publicize the project, if my preservation project wins.

---

Owner’s Signature

Date

**Signature of an officer of a local chapter affiliated with the Wyoming State Historical Society or an authorized member of the Wyoming State Historical Society’s Executive Board.** Please obtain the signature of an officer of the local historical society chapter nominating the project. (For information about local chapters, contact the WSHS Executive Secretary Linda Fabian at linda@wyshs.org or 307.322.3014.)

---

Officer’s Signature

Date

# OUTSTANDING PRESERVATION PROJECT AWARD

## NOMINATION PROJECT SUMMARY AND SUPPORTING MATERIALS

### PROJECT DESCRIPTION (Limited to five (5) pages):

Please briefly describe the project that is being nominated.

- A brief history of the project.
- A description of the condition of items or materials prior to the preservation activity and efforts undertaken to preserve the artifact(s). Include information regarding experts who may have been involved in the process.
- An overview of the preservation accomplishments and benefits to the public.
- An explanation of public and/or private involvement and funding sources.
- A summary of project completion date (and/or plans to complete in the future).

Remember, your project summary should be no more than five typed pages, using a minimum of an 11-point font, with 1-inch margins.

### SUPPORTING MATERIALS:

Include no more than **10 images**. **Provide clear, electronically produced images of the artifact including before, during and after. Clearly label each image with date and description.**

Provide up to five pages of electronically produced images of the supporting materials which explain or illustrate the project. These may include newspaper or magazine articles, brochures and drawings, etc. Clearly label each image with date and description.