



Texas Historical Foundation Michael C. Duda Preservation Awards

2024 Award Timeline

June 1, 2023 - Phase One nomination submissions open on THF website

Aug. 1, 2023 – Submission deadline for Phase One applications

Oct. 2023 – Applicants informed of submission status, Phase Two application provided to selected applicants

Dec. 1, 2023 – Submission deadline for Phase Two applications

April 2023 – Winners announced at the 2024 Michael C. Duda Preservation Awards in Dallas

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Instructions for Phase One Applicants

Before beginning the Phase One Essay Section on the following pages, it will be necessary to review the Eligibility Requirements for nominees, [available here](#).

In the following Essay Section form, you will be asked to complete long-form questions addressing the nominated project and organization. Complete these questions to the best of your ability, consulting your organization's preservation professionals wherever possible. Responses must be given in the format and layout original to the form; modification of the form or disregard for character limits may result in disqualification.

Phase One Nomination submissions will be open June 1 – August 1, 2023 on the THF website (texashistoricalfoundation.org/duda-award.html). At the time of submission, applicants will be asked to provide the following:

- Complete a brief online questionnaire providing contact information and an overview of the applying organization and project
- Submit the completed Essay Section, available on the following pages. This document should be in PDF format and titled "Organization Name – Essay." This and other supporting photos and documents can be submitted on the THF website beginning June 1.
- Submit 2-4 high resolution photographs depicting the project's current condition. These images should be in PDF format, with no more than 2 images per page and include descriptive captions. This document should be titled "Organization Name – Current Photos"
- If the nominated project is architectural, submit a minimum of one clear historic photograph or architectural drawing illustrating the project's historic integrity. If submitting more than one image or document, create a multi-page PDF displaying no more than two items per page, including a caption for each. This document should be titled "Organization Name – Historic Integrity." If the project is not architectural, this item is not required.
- If the nominated organization is a 501(c)(3) nonprofit, submit a copy of the IRS letter of determination in PDF format, with the title "Organization Name – IRS Letter." If the organization being nominated is not a 501(c)(3), this item is not required.
- Submit a non-refundable application fee of \$250.00 via bank card

Texas Historical Foundation advises interested applicants to compile these documents in the appropriate format prior to beginning their Phase One online submission. For more information and to sign up to receive email updates regarding the Award, visit texashistoricalfoundation.org/duda-award.html.