



Application for Professional Services

To submit an application, please provide the following information, plus three letters of support from stakeholders and partners. You may also include 3-5 images or supporting documents (i.e. newspaper clippings, previous reports, etc.) that might help us understand your project. You may print and mail the documents to:

Center for Historic Preservation
1301 East Main St., Box 80
Murfreesboro, TN 37132

If you prefer to e-mail your application, please scan all documents into a single, reduced-size PDF and e-mail it to: HistPres@mtsu.edu

Organization name:

Project Title (may be working title):

Name of Contact Person:

Address:

Phone:

Email:

Project Location:

I. Project Summary

1: Project Overview: Briefly provide specific information on what the project will entail, such as, “We will create a driving tour of 20-30 historic sites in the county.”

2: Project Objective: Briefly provide specific information on what the project will accomplish and what needs it will meet, i.e., “Our goal is to provide visitors and residents with an appreciation for our county’s history and its preservation needs.”

3: Expected Audience (eg., school groups, tourists, local residents):

II. Applicant Qualifications

The Professional Services Partnership relies on input from the partner organization in order to create a truly collaborative project. Applications are evaluated based on the organization’s ability to participate actively in the creative process and demonstrate a solid organizational structure to build on and sustain the project in the future.

1. How long has the applicant organization been in existence? What is its goal or mission?

2. Describe the organization's experience in managing projects and its plan for sustaining the project in the future (you may also provide documentation of the managing director's qualifications in a separate, 1-page attachment):

3. Describe any past projects the organization has completed with the assistance of the Center for Historic Preservation or the Tennessee Civil War National Heritage Area:

III: Project Description

In a separate document, not to exceed 1000 words, please provide a detailed description of the proposed project or need. We are particularly interested in projects that:

1. Can be completed within one academic year
2. Address a significant historic property, event, or site
3. Are located within a 300-mile radius of MTSU's location in Murfreesboro, TN
4. Demonstrate a community need
5. Demonstrate the sponsoring group/agency's own commitment of time, effort, and support, especially after project completion.

In the past five years, the Center for Historic Preservation has used its Professional Services to support such projects as:

1. Historic Structure Reports
2. Heritage Development Plans
3. History exhibits
4. Heritage tourism driving tours
5. Historic cemetery assessments and preservation plans
6. Heritage publications

*Please see our Partnership Projects Database for examples:

(<http://www.mtsuhistpres.org/about/partnership-projects/>)