

Department of Historic Resources
Draft Work Plan
October 2009-September 2010
Overview

Mission: Put Virginia's History to Work

To identify, evaluate, register, and help communities and citizens preserve, interpret, and use Virginia's rich historic assets for the economic, educational and cultural benefit of all.

Agency Vision:

By 2016 and the 50th anniversary of National Historic Preservation Act and Virginia Preservation Law, we envision a Virginia where DHR is recognized as the premier agent for fulfilling the historic preservation charge of Article XI of the Virginia Constitution and where people recycle buildings as routinely as they recycle cans and glass.

We envision a future for Virginia where historic places are recognized and managed as valuable and irreplaceable economic, cultural, and educational resources for the benefit of individual property owners, and for the communities in which we live, play, and work. We envision DHR as a nationally recognized historic preservation and customer service agency that provides the tools and the leadership to inspire and assist property owners, developers, local governments and public agencies to ensure that Virginia's historic buildings, districts, sites and other historic properties are appropriately considered in public and private decision-making and effectively preserved and used for the benefit of our communities today and for many generations to come.

Agency Goals:

DHR's programs support a wide range of public and private efforts to make the most of irreplaceable historic resources that can and should benefit Virginia communities for generations to come.

Statewide Goals Advanced by DHR's Strategic Goals, Objectives and Strategies

- Elevate the levels of educational preparedness and attainment of our citizens.
- Be a national leader in the preservation and enhancement of our economy.
- Engage and inform citizens to ensure we serve their interests.
- Be recognized as the best-managed state in the nation.
- Protect, conserve and wisely develop our natural, historical and cultural resources.
- Ensure that Virginia has a transportation system that is safe, enables easy movement of people and goods, enhances the economy and improves our quality of life.

As the Kaine administration comes to a close and we look forward to the next administration, we are particularly mindful of the statewide environmental priorities, in particular:

- Safeguarding Virginia's environment and targeting 400,000 additional acres under permanent protection through the year 2010
- Encouraging sustainable growth
- Enhancing transportation

Toward these ends, the Department has adopted several broad goals and objectives to guide its actions over the years. Each year it undertakes more targeted strategies that address one or more of these goals and objectives. In this year the Department’s revised measures and strategies take into account the effects of the current economic climate and its effects on both the agency and the customers we serve. As a result, strategies focus on existing commitments and basic core programs. At the same time, we remain committed to our mission and goals—and to stretching our resources as we strive to meet what challenging objectives.

- Goal I:** Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future
- Goal II:** Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth
- Goal III:** Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work

Agency’s Objectives and Strategies for 2009-2010

Goal #1:

Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future

Objective 1.01

To increase the number of historic resources identified, evaluated, and registered

Overall success toward objective 1.01 will be assessed through the following measures:

- **Numbers of properties added to the DHR historic resource database (Measure Baseline: 170,000 total entries through SFY2005; Biennial targets were +10,000 by end of SFY2007 and another 10,000 by the end of SFY2010; Current Measure Target: +4,247 during SFY2010 to meet the biennial target.)**
- **Number of historic properties listed on the Virginia Landmarks Register and/or National Register of Historic Places. (Measure Baseline: 2377 total at the close of FY2005; Measure Target: +85 in SFY2010)**
- **Number of historic resources listed on the Virginia Landmarks Register and/or National Register of Historic Places that reflect Virginia's rich diversity (Measure Baseline: 154 total as of SFY 2002; increased to 234 by SFY 2005; Measure Target: +10 in SFY 2010—12% of the total properties registered this year)**

Survey

Architectural Survey	3447 properties added to inventory
Hectares (reconnaissance)	3000
Hectares (intensive)	1000
Archaeological Survey	800 sites added to inventory
Hectares (reconnaissance)	1000
Hectares (intensive)	300

Survey Team and Regional Offices will collectively:

- Survey consultants and other State Historic Preservation Offices on Survey Requirements for all program areas and Use of Survey Data Bases (SHPOs to survey are in states adjoining Virginia – Kentucky, Maryland, North Carolina, Tennessee, and West Virginia; and states with consistently high register-listing numbers, New York and Pennsylvania).
- Further revise the DHR Survey Manual, issue again for public comment, and finalize; develop a plan to identify and document cultural landscapes; coordinate with potential partners to conduct additional survey and related studies,
- Update and prepare for reissue the 1984 DHR architectural documentation guide.
- Prepare and issue a Request for Applications for new cost share projects by April 15, 2010 if program is funded by the General Assembly.

Manage to completion Cost Share projects selected for 2008-2009 funding for completion by May 2010, so as to ensure that the work is completed in a timely and quality manner in accordance with DHR standards, meeting grant and register deadlines:

- Brunswick County (Brunswick County Courthouse Assessment and Rehabilitation Plan and NR/VLR Nomination Update);
 - Richmond Metropolitan Convention and Visitor's Bureau (U.S. Route 1 Corridor Study);
 - Washington-Rochambeau Revolutionary War Road and Transportation Study, Phase III including the data entry component of the project;
 - Northern Neck APVA/Northern Neck Planning District Commission (Preparation of *A Guide to Historic Sites on the Northern Neck of Virginia*)
 - Amherst County (Comprehensive Countywide Architectural Survey);
 - Dinwiddie County (Comprehensive Countywide Architectural Survey, Phase I). See also Multiple Jurisdictions Projects below.
 - Rappahannock County (Architectural Survey and NRHP Nominations for proposed Woodville and F.T. Valley Road Historic Districts);
 - Fredericksburg Phase III survey
 - Campbell County (Town of Altavista Historic District Survey and NRHP/VLR Nomination)
 - City of Chesapeake (City-Wide African-American Architectural Resources Survey and NR/VLR PIF
 - Hampton Roads Planning District (Phase II Data Enhancement Project).
 - Town of Gate City, Scott County [Historic District Survey and National Register Nomination]
- Promote the need for architectural survey in the following localities:
 - Localities which have indicated that local funds are available: Campbell County (comprehensive architectural survey, phase one); Isle of Wight County (historic districts design guidelines); York County (county-wide archaeological assessment)
 - Localities identified by regional offices as priorities for survey: Amelia, Brunswick, Dinwiddie, Culpeper, Greene, King George, Madison, City of Danville; City of Salem, Town of Smithfield, Accomack County, Mathews County, Surry County, Sussex County.
 - Promote the need for archaeological survey in the following localities: Amelia, Appomattox, Charlotte, Lunenburg, Nottoway, and Prince Edward counties; Highland and Rappahannock counties; Mathews and Middlesex counties, and City of Norfolk; Bland, Floyd, and Russell counties.

- Conduct limited surveys and field-testing to promote professional interest in larger theme studies of significant resources as follows:
 - CRPO: If feasible, continue work at Golden Ball Tavern Site in downtown Petersburg in partnership with Historic Petersburg, City of Petersburg, Prince George Historical Society and Richard Bland College
 - NRPO: Continue to conduct archival and field investigations at 44FK623, the Winchester Hessian POW encampment, with the support of the Northern Shenandoah Valley Chapter of the Archeological Society of Virginia, the Frederick County Department of Information Technology, and interested local collectors; collect comparative data on other Revolutionary War military sites; and continue to work with the NSVC of the ASV and others with regard to conducting in-house investigations of potentially significant sites that may be threatened.
 - RRPO: Survey of historic period sites with Native American affiliation. RRPO will complete an archaeological reconnaissance survey and documentation of historic period sites affiliated with Native Americans. Project success is contingent on the sharing of local knowledge by Virginia’s Indian communities. To address this requirement, a request for collaboration has been made through the assistance of the Virginia Council on Indians. Provide technical assistance and support to the Bedford Historical Society survey of barns in Bedford County
 - TRPO: Continue annual updating of Virginia Company Period Archaeological Assessment for Eastern Virginia through field inspections and archival research; complete Contact Period component for State Archaeology Plan.

- Continue to work with Preservation Virginia and other stakeholders to explore the feasibility of developing and implementing an emergency documentation program for threatened properties. The mission is to form a team of cultural resource professionals willing to field document threatened buildings on a rotating, volunteer basis and establish a deployment system that is efficient, responsive, and equitable.

- Explore the feasibility of establishing a summer architectural survey program for graduate students in cooperation with a major historic site or college or university preservation program.

State and National Registers

DHR will conduct 4 regular joint meetings of the Virginia State Review Board and the Virginia Board of Historic Resources, and a minimum of one board training session with an anticipated target of reviewing 85 properties for registration, including all associated public and local government notification, public meetings for all historic districts, and posting nominations and meeting minutes on the agency website.

Property Types	Projection
Districts (includes Amendments)-	10
Buildings-	65
Sites-	5
Structures-	3
Objects-	0
MPDs-	2

The following non-state-owned properties are anticipated for nomination (some may become final in the following annual cycle):

- CRPO: Woolen Mills Historic District, Charlottesville; Brunswick County Courthouse Historic District; New Kent Courthouse Historic District; Cedar Grove, Mecklenburg County; Holiday Lake Four-H Educational Center Historic District, Appomattox County; Pocahontas State Park, Chesterfield County; Violet Bank Historic District and Chesterfield Highlands Historic District, Colonial Heights; Clifford Historic District, Amherst County; Old Louisa County High School; Vue Mont, Cumberland County; South Rockfish Valley Rural Historic District, Nelson County; Curles Neck, Henrico County; Millbrook, Nottoway County; Ginter Park Historic District Boundary Increase, City of Richmond; Byrd Park, City of Richmond.
- NRPO: Calverton Historic District, Fauquier County; Western State Hospital (Boundary Increase 2009), City of Staunton; Auburn Battlefields, Fauquier County; The Triangle Diner, City of Winchester; the George Washington Hotel, City of Winchester; Purcellville Train Station, Loudoun County; Purcellville Tabernacle, Loudoun County; Sydenstricker School, Fairfax County; and Vale School, Fairfax County.
- RRPO: Tazewell Ave. HD, Town of Richlands; Gala Archaeological Site, Botetourt County. Bassett HD, Henry County (pending local support) will complete historic context; Maxwellton Farm, Rockbridge County (pending owner support); Spring Valley RHD, Grayson County, private funding; Gate City HD, Scott County, funding provided by the City.
- TRPO: Downtown Hampton Historic District, City of Hampton; 14 Barron Drive, City of Hampton; Greenbrier School, King and Queen County; Newington Archaeological Site, King and Queen County; Sibley's and James Store Historic District, Mathews County; Donk's Theater, Mathews County; Lee Hall Depot, City of Newport News; Noland Company Building, City of Newport News; John Custis III Archaeological Site, Northampton County; Hobson Multiple Property Nomination, City of Suffolk;; Hockley, Gloucester County.

Pending a request from the NPS Office of International Affairs, DHR will continue to pursue World Heritage Listing for the State Capitol Building as part of the Jefferson theme that already includes Monticello and UVA by working with Poplar Forest and the NPS to prepare/revise a combined Application for Inclusion. Progress of this application depends on the decisions of the Federal partner.

The interdisciplinary, interdivision Evaluation Team will convene approximately 24 biweekly meetings to evaluate properties/district related to register nominations, project review, rehabilitation projects, and easements and will conduct additional Executive Evaluation Committee meetings as needed.

Register Staff, with assistance from ORC staff, will hold a special board training workshop at Fort Monroe in October 2009. The training will include a tour of the Fort.

Register Staff will design a checklist that is keyed to the State and Federal regulations. Other revisions in policy may follow this effort. The goal of this exercise is to strengthen the notification process.

Register Section staff will participate in or lead two historic district public hearings as a cross training exercise (public meeting training). This equals one meeting for the Register Coordinator and one for the Register Historian. The Register Manager will attend or lead meetings as needed.

Objective 1.02

To increase the protection and/or rehabilitation and reuse of historic properties for economic and community benefits

Overall success toward objective 1.02 will be assessed through the following measures:

- **Number of historic rehabilitation projects completed and certified by DHR (Measure Baseline: 32 in SFY1997; Measure Target: ≥190 in SFY 2010)**
- **Amount of private dollars invested in historic rehabilitation projects leveraged through state tax credits (Measure Baseline: \$40 million in SFY1997; Measure Target: ≥\$200 million in SFY2010)**
- **Total number of historic preservation easements (Measure Baseline: 384 in SFY2005; Measure Target: +12 in each of SFY2009/2010)**
- **Percentage of state and federal projects reviewed within 30 days of receiving completed documentation (Measure Baseline: 81% SFY 2003; Measure Target ≥90% each year)**
- **Percentage of CLG/ARB members that receive specialized training during FFY2009 and reported in SFY2010 (Measure Baseline: 51% received training in FFY2008; Measure Target: 65% in FFY2010 with incremental improvement in FFY2009)**
- **Percentage of Certificates of Appropriateness approved/approvable by CLG/ARBs during FFY2009 and reported in SFY2010 (Measure Baseline: 85% approved in FFY2008; Measure Target: 90% approval rate by FFY2010—with interim improvement in FFY2009)**
- **Percentage increase in local governments receiving national recognition through Preserve America and CLG programs in FFY2009 and report in SFY2010 (Measure Baseline: 53 localities recognized in FFY2008; Measure Target: 15% increase in FFY2010 with interim improvement in FFY2009.**

2009-2010 Strategies for Objective 1.02

Rehabilitation Tax Credits

Projected FY2010 Statistics:

	Federal	State
Part 1	100	190
Part 2	100	180
Part 3	80	190

OPI staff will provide quality customer service and timely review of applications, toward that end OPI will also:

- Evaluate program regulations and propose revised language
- Revise tax credit application forms to comply with regulatory revisions; include additional tracking information (such as email addresses, state and federal electoral districts, LEED certification level) and language stating that by signing the form, the applicant verifies that the project has been accomplished according to the program regulations.
- Work with the Virginia Society of CPAs to draft and adopt Agreed-Upon Procedures for certification of eligible expenditures for rehabilitation projects.
- Pursue one professional development opportunity, as is cost-beneficial for the Department; this will be accomplished through webinars and attending educational and training sessions held in the Richmond area.

OPI will provide monthly reports to the Department of Taxation detailing the certification of Part 3 applications.

OPI will make LEED certification of at least one reviewer a priority.

OPI will conduct a training session with the Fredericksburg ARB regarding DHR's tax credit program and the Secretary of the Interior's Standards.

Easements

OPI will work proactively to achieve the Governor's goal of protecting an additional 400,000 acres of open space through conservation easements:

- OPI will facilitate the voluntary donation of at least 15 historic preservation easements through the end of SFY 2010.
- OPI will work with General Assembly Grants Administrator and grant recipients to draft and execute easements (when required by the grant requirements) on at least 5 properties that are the subject of the grant.

OPI will continue to evaluate and revise the existing policies, procedures and guidance documents and draft new policies as necessary for the easement program to ensure the best stewardship of historic properties and compliance with state and federal law. Review of revised and new documents will be coordinated with the Board of Historic Resources, Office of the Attorney General, and relevant conservation partners.

- New policies will address treatment of archaeology, battlefield stewardship, acceptance of easements on non-National Register property, records retention and treatment, and other issues identified.
- Forms and guidance documents will be evaluated and revised as necessary; new documents will be developed as necessary. Existing forms to be reviewed include baseline documentation form, property inspection form, and potential easement evaluation worksheet.
- OPI will coordinate with the Office of the Attorney General in the review and revision of standard easement language to ensure compliance with state and federal law, and to provide best language.

OPI will implement strategies to manage easements held for the Board of Historic Resources and provide the best stewardship possible for the resources; this will be accomplished through a variety of methods, including physical inspection, technical assistance, electronic communication, and other means as appropriate.

- OPI will maintain the easement database, to ensure that contact and property information is accurate.
- OPI will review requests for approval for alterations to properties within 30 days.
- OPI will prioritize inspections and devise a schedule for conducting full inspections of properties. OPI will strive to accomplish 150 inspections this year; DHR regional staff will be trained and will be asked to assist in inspection of properties.
- OPI will develop a design and undertake a cost analysis for creating an honorary plaque to be given to easement property owners which will denote that the property is held under easement with DHR.

OPI will educate easement property owners and the general public about DHR's easement program, historic preservation treatment, and other relevant information.

- OPI will develop an email newsletter to be sent to easement property owners on a quarterly basis; it will address a variety of topics, with an emphasis on technical preservation treatments and responsible stewardship of historic properties.
- OPI will provide easement property owners with the Homeowner's Handbook, on an incremental basis.

OPI will focus special efforts in Waterford, Loudoun County to foster an open line of communication with the residents, and to provide best stewardship possible for properties under easement.

- OPI will work with the Waterford Foundation to evaluate all existing easement documents for Waterford Foundation properties and amend easements as appropriate to provide appropriate protections for resources.

Project Review

ORC will review state and federal projects under environmental and preservation laws with an anticipated review/consultation caseload:

Type of Action	Federal Projection	State Projection
Additional Information Provided	1000	100
Survey	50	5
Eligible	30	15
No Effect	725	200
Not Eligible	100	50
No Adverse Effect	500	80
Conditional No Adverse Effect	75	5
Memorandum of Agreement	20	4
Programmatic Agreement	15	2
Technical Assistance	350	60
Adverse Effect	30	10

ORC will review and/or issue and monitor state permits:

Permit type	Projection
Burial permits	7
State Lands (archaeology) permits	15
Cave Permits (reviewed)	4
Underwater Permits (reviewed)	2

ORC will encourage in cooperation with federal and other state agencies through training and review procedures managing smart growth and for good stewardship of natural and historic resources in advancement of Governor Kaine's initiatives to strengthen the link between land use and transportation and to support open space preservation by

- Working with VDOT's to train local governments and enhancement grant recipients in historic resource stewardship and planning.
- Working with FHWA and VDOT on the Route 340 and Route 29 corridor studies to ensure that historic landscapes and rural properties are appropriately considered through identification, evaluation of their eligibility to the National Register of Historic Places and Virginia Landmarks Register, and development of design standards and guidelines and other strategies to reduce and/or avoid adverse effects.

- Working with our federal, state, and local partners in the 106 process to encourage the protection of historic properties and their associated settings and landscapes through deed restrictions, proffers, preservation covenants, conservation easements, and other legally enforceable mechanisms that are included as mitigation measures in a minimum of 2 Memorandum of Agreement /Programmatic Agreements.
- ORC will continue to work on project-specific programmatic agreements/standard operating procedures with the Federal Energy Regulatory Commission for the Claytor Lake Relicensing; , and with the National Park Service for Ferry Farm and Historic Huntley; and Shenandoah Valley Battlefield Foundation.

ORC will continue to streamline procedures for state and federal projects by developing a minimum of five agency-specific operating protocols, programmatic agreements and programmatic exclusions established to streamline the review process and to support state wide goals of improving transportation, safeguarding the environment, supporting the military, supporting local and regional economies, and efficiencies in state and local government.

- Transfer of the federal 106 responsibility from the Federal Highway Administration, Corps of Engineers, the Tennessee Valley Authority to the Virginia Department of Transportation for highway projects.
- An agreement for HUD- funded activities state-wide and for at least one entitlement community and two CDBG localities. The targeted entitlement communities are Winchester and Loudoun County, as well as revisions amendments to the PAs for the cities of Richmond and Roanoke and targeted CDBG localities.
- A programmatic agreement with NASA Larc for routine activities.
- Programmatic agreements with Fort Belvoir for Implementation of the Historic Resources Management Plan and Routine Activities, Quantico Marine Corps Base for Routine Activities, and Fort Myer for privatization of on-post lodging.
- ORC will work with federal agency partners in order to develop agency-wide or program Programmatic Agreements, with target agencies and programs being Rural Development for Routine Activities and an amendment to the PA with Rural Housing Service to Include Rural Housing Grant program, USDA Farm Services Administration, NRCS, and the Virginia Office of the Fish and Wildlife Service for the Partners and Wildlife Program and Natural Resources and Damage Assessment program.
- Work with VDOT environmental staff through the establishment of regular interagency meetings to develop standard agreement language, operating protocols, and other efficiencies in order to streamline and increase DHR response time for transportation projects.
- THE REGISTER SECTION and ORC will work together to provide DHR procedures to support better information and review for VDOT projects:
 - Revise the archaeology site form to include a field that states whether a site is located in VDOT ROW or in future ROW;
 - Prepare and distribute a written policy to VDOT and its consultants on completion of the new site form field.
 - ORC will add a section to its internal report review form to ensure that reviewers check for that information.

Play a leadership role in the BRAC transfer of control of Fort Monroe from the US Army to the Commonwealth of Virginia and subsequent redevelopment in cooperation with the Army, the Fort Monroe Federal Area Development Authority (FMFADA), the City of Hampton and other agencies of the Commonwealth.

- Proceed pursuant to DHR's responsibilities under the terms of the PA;

- Lead the Historic Preservation Advisory Group (HPAG) in developing baseline data, viewshed and architectural analyses, design guidelines, and interpretive programs.
- Review and monitor all redevelopment actions and projects affecting historic resources at Fort Monroe
- Encourage the development of Fort Monroe as the Virginia Center for the Environment a concept combining cooperative efforts among environmental, educational, health, and economic development agencies to combine efforts in research, education, and service delivery focusing on the Chesapeake Bay and Tidewater area.

ORC will develop internal policies, procedures and other tools to create efficiencies in the review process with the ultimate goal of expedited review.

- Develop and implement ePIXS, an electronic project submission initiative, to enhance customer service, staff capacity and timeliness of reviews.
- Develop training, written guidance and updates to the DHR website to facilitate applicants use of ePIXS.

ORC will provide targeted training in the 106 process to enhance relationships and satisfy training requirements set forth in agreements. Targets include NASA, Fort Belvoir and Quantico.

ORC staff will provide at least two basic 106 training workshops targeted to local governments.

ORC staff will pursue the possibility of local government participation in the 106 review process with at least two CLG's.

ORC will seek professional development opportunities for staff to enhance their skills and depth of knowledge concerning specific aspects of the 106 process.

- ORC will work with the Virginia Council on Indians to provide training on tribal consultation.
- ORC will continue to partner with NPI to provide training opportunities in Virginia. In return for its participation, DHR will receive complimentary training for staff.

Comprehensive Planning

DHR in cooperation with other state agencies will provide training for local governments on existing tools for managing growth and for good stewardship of natural and historic resources in advancement of Governor Kaine's initiatives to strengthen the link between land use and transportation and to support open space preservation.

Regional offices will encourage local governments in their respective service areas to incorporate into local comprehensive plans and local historic district ordinances revised data on significant Civil War battlefields from the National Park Service's American Battlefield Protection Program.

Possible strategies include article in Notes or on Website with illustrations on "lessons learned" from Wilderness Wal-Mart development proposal; e-mails or email newsletter to applicable localities with NPS data and with offers for in-person follow up meetings, regional workshops held in partnership with National Trust, American Battlefield Protection Program, Preservation Virginia, Virginia Planning Association Civil War Preservation Trust, and Virginia Civil War Trails; making this critical planning need a priority for CLG and cost share funding; and seek invitation to make a presentation on this critical planning need at the annual VACO conference.

Certified Local Governments

	Projection
Number of Local Governments Newly Certified During Fiscal Year	2
Number of CLGs Evaluated	8
Number of CLGs Decertified	0

DHR will manage the following 2009-2010 CLG grants for successful closeout by September 30, 2010:

- CRPO: City of Charlottesville (Fry’s Spring neighborhood survey); City of Lynchburg (Statewide CLG Training at Fall 2009 Virginia Preservation Conference); City of Petersburg (complete resurvey of Olde Towne Historic District).
- NRPO: Arlington County (PIFs for five potential districts and preliminary work on PIF for a sixth district; Fairfax County (Centreville Historic Overlay Historic District design review guidelines); Town of Warrenton (historic preservation workshop); Clarke County (Chapel Rural Historic District PIF).
- RRPO: City of Roanoke (window restoration college).
- TRPO: City of Suffolk (Cedar Hill Cemetery conservation plan).

CLG Coordinator will review priorities, solicit, and appoint a team to review applications, and select projects for 2010-2011 awards.

CLG Coordinator will update files on all CLGs, prepare an annual report and evaluate the status of eight CLGs (selection to be determined in consultation with CLGs and regional offices) .

CLG Coordinator will assist in providing CLG two training sessions, including a statewide training workshop for CLG/ARBs at the Statewide Preservation Conference in 2010 and at another venue.

Regional Officers will increase contact with localities that have local architectural review boards and preservation ordinances, promotion of CLG and Preserve America programs and increased support to localities that seek the designations. Targets include:

- CRPO: City of Hopewell; Goochland County.
- NRPO: Town of Strasburg; Town of Stephens City; Town of Gordonsville.
- RRPO: City of Martinsville; City of Lexington; City of Bristol
- TRPO: City of Norfolk; City of Virginia Beach.

State Historic Preservation Grants

Manage the state historic preservation grants program, providing information and technical assistance as required.

- State Grants Coordinator will continue to submit applications received for state funding (pursuant to 10.1-2213) to money committee staff and DPB in line with established procedure and will review expenditure documentation for the Montpelier grant and provide required certification for the next year’s award.

Manage to completion Civil War Historic Sites Preservation Grants obligated in SFY2008.

Archaeology

(Archaeological resources and activities are included in most other sections as well)

The State Archaeologist will:

- Work with the Archaeological Conservancy to acquire and preserve two archaeological sites in Virginia in FFY 2008. Targets include: Belmont Site and Coles Quarter Site.
- Continue to develop and track the Priority Archaeological Sites List (created in 2007) with the aid of COVA and ASV members, adding approximately 50 sites. The list is intended to encourage education, stewardship, easement establishment, and other means of site protection.
- Continue writing the State Archaeological Plan, completing all remaining sections with final chapter drafts submitted to archaeological professionals for review.

DHR Collections staff will provide leadership and services designed to enhance management, research, and interpretation of archaeological collections held by other institutions statewide

- Revise and update DHR collection care and management policies guidelines to state agencies, CRM firms and other organizations with current and appropriate management protocols
- Work with COVA Collections Care Committee to improve collections management statewide by:
 - Requesting information detailing collections held by institutions and organizations throughout the state. This information will be entered into a comprehensive, relational database to be designed in 2009 as a state-wide inventory of Virginia's archaeological collections.
 - Creating and presenting to Committee for approval, an evaluation form to assess collections management practices; begin using this form in 2009.
- DSA and Collections staff will provide guidance and/or training for the effective preservation and management of archaeological collections, cemeteries and archaeological sites statewide through
 - Providing guidance regarding maintenance, pest management and environmental controls
 - Providing a series of publically available cemetery conservation workshops focusing on survey and documentation of current state of preservation, as well as maintenance and repair of damaged gravestones and other cemetery architecture and sculpture
 - Preservation and management of archaeological sites
 - Provide collections management guidance and training to a minimum of 25 organizations.

Objective 1.03

To advance state leadership by example in the stewardship of state-owned historic properties

Overall success toward objective 1.03 will be assessed through the following measures:

- **Number of State-owned historic properties added to the Virginia Landmarks Register (Measure Baseline: 10 each years for the past 7 years; Measure Target: +8 in SFY2010)**

- **Number of state-owned historic properties inspected to monitor condition of significant historical attributes (Measure Baseline: 30 (SFY 2003); Measure Target: ≥15 in SFY2010)**
- **Number of state-owned properties considered for preservation purposes, placed under treatment or management agreements (Measure Baseline: 2 in SFY 2002; Measure Target: 4 in each of SFY2009/2010)**

2009-2010 Strategies for Objective 1.03

DHR will follow up on the recommendations made in its second biennial report on Stewardship of State-owned Historic Properties submitted to the Governor and General Assembly on May 1, 2009. Under the leadership of RSR (with assistance from Community Services, and the State Archaeology Divisions as appropriate) and in consultation with the relevant land-holding agencies, DHR will:

Continue to provide leadership, technical expertise and guidance to help state agencies improve stewardship of state-owned historic properties.

- DHR will provide state stewardship workshops (2) using the model developed for the May 2009 workshop. At least one workshop will be held outside of Richmond.
- Work with DGS to utilize FICAS to augment outdated survey data of state-owned property and help determine priorities for stewardship.
- Encourage agencies to prepare treatment plans and preservation master plans to guide stewardship.
- Continue to offer training for targeted agencies on historic preservation issues such as *The Secretary of the Interior's Standards for Rehabilitation*, DHR's program areas that affect state agencies, and other topics, such as sustainability, that agencies may determine to be valuable in order to support their mission and enhance their stewardship.
- Develop a "Best Practices" handbook for state agencies to include recommendations regarding public participation and a self-assessment tool.
- Improve communication with state agencies through the use of regular email communications, to include quarterly stewardship newsletters, to promote awareness of training opportunities and preservation issues.
- Collaborate with DGS to provide guidance and interpretation on compliance with the Secretary of the Interior's Standards for Rehabilitation and the Virginia Conservation and Environmental Standards.
- Meet with state facilities managers in order to brief them on the purpose and goals of the reports and to request input into the 2011 stewardship report. Special emphasis should be given to properties that agencies wish to highlight due to their historic significance or perceived threat.
- Work one-on-one with land-holding agencies to update the 1988/1991 state properties surveys through field verification and updating of records to reflect demolitions, surplus property and acquisitions.
- Develop a Time Crime PowerPoint presentation which will highlight the damage done to archaeological resources on state-owned properties by illegal artifact collecting. The program will be posted on DHR website and made available to sister agencies.

Work with the Governor and General Assembly to improve the tools and incentives available for public agencies in the stewardship of state-owned properties through executive orders and recognition programs.

Regional and Central office staff will conduct ≥15 site-visits and inspections to assess condition of historic properties on state lands.

Work with land-owning agencies to identify and register significant historic properties. Targeted state-owned properties for listing to the VLR for FY08 and FY09 include:

- Pocahontas State Park (DCR)
- Foster Falls Hotel, New River Trail (DCR)
- Central State Hospital Chapel, Dinwiddie County (DMHMRSAS)
- Holiday Lake 4-H Camp (VDOF)
- Whitney State Forest (VDOF) contributing resource in Springs Valley RHD

DHR staff will pursue permission from the managing agency to list the following:

- Virginia Tech properties: Lane Hall, Burris Hall, War Memorial Chapel, Virginia Tech Historic District (VT)
- Robinson House (VMFA);
- University of Mary Washington Historic District (UMW);
- College of William and Mary, colonial revival historic district (W&M);
- Hibbs Bridge (VDOT)
- Old City Market (VCU)
- JMU Historic District (JMU)
- Virginia Supreme Court Building (DGS)
- Ann Clay Krenshaw House (VCU-Central Campus)
- Virginia War Memorial (DGS)
- George Washington Building (DGS-Capital Square)

Goal #2:

Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth

Objectives for Goal #2

Objective 2.01

To improve the high quality, quantity, and use of historic resource inventory products, and services

Overall success toward objective 2.01 will be assessed through the following measures:

- **Number of customers conducting research in the DHR archives or using DHR research services (Measure Baseline: 1588 customers served (calendar 1997); increased to 5360 in SFY2005; Measure Target: \geq 6000 in each of SFY2009/2010)**

2009-2010 Strategies for Objective 2.01

DHR Archives Staff will focus on the following tasks:

Archives Operations:

- Make historic resource survey records available through onsite research and archives search services to an expected 6,000 users.

- Process and accession in a timely fashion an expected intake of 4247 new survey records and 250 cultural resource management reports, plus incorporation of several thousand pieces of correspondence, newspaper articles, etc. into existing property files.
- Incorporate in to the library the cultural resource management reports from other states that are currently housed in Collections.

Data Sharing System/ DSS Data Cleansing and Enriching:

- Reassess and revise the DSS Operations MOA with VDOT
- Continue cleanup (as feasible) of architectural records within the Data Sharing System (DSS); merge records of individually recorded properties that are also recorded as contributing historic district resources with target date extended into SFY2011-2012
- Continue cleanup of architectural and archaeological records in inventory for resources that are jointly recorded in both databases to remove from one inventory if the data warrants, or include a cross-reference in both inventory databases and in DSS if continuing joint recordation of the resource is warranted.
- Continue cleanup of the architectural and archaeological records in the inventory for resources recorded in name only, without any supporting data on file.
- Continue cleanup of the architectural inventory to obtain needed DSS and supporting materials from consultants for resources that have been issued file numbers in prior years
- Continue verifying and updating current digitized mapping layers in DHR's geodatabase (GIS) to ensure an accurate base line, with a target date for completion of Architectural resources by the end of SFY2010.

GIS

Archives staff will continue enhancement of agency GIS systems including DSS:

- Restructure and optimize geodatabase to including write/develop metadata for DHR data layers
- Write script to automate update procedure or move into ArcSDE to reconcile in SFY 2010.
- Review and update all records in the Easements geodatabase to more accurately reflect boundaries and acreage.”
- Continue to add newly recorded historic resources to the GIS, and continue to amend re-evaluated boundaries with uploads into the DSS occurring on a weekly basis.
- Continue working with localities to integrate more local parcel layers into DHR's geodatabase (2007 baseline – approximately 50 local parcel layers in GIS); Continue to seek more local data as it comes online over the next year and insure that metadata full attribute data is included in all materials received. Contact organizations annually for data exchange updates.
- Complete incorporation of VDOT-sponsored DSS enhancements to the database in SFY2010 and continue to assess overall functionality of DSS as the new enhancements come online.

Databases

Archives staff will complete the following:

- Enhance Architectural and Archaeological inventory databases to include additional data tracking fields currently employed in separate spreadsheets in SFY 2010.

2.02 Maintain and manage the state's archaeological collections of approximately 6 million objects, and associated records

Overall success toward objective 2.02 will be assessed through the following measures:

- **Number of new archaeological collections curated under appropriate management standards at DHR (Measure Baseline: has varied annually; Measure Target: 30 additional collections in SFY2010)**
- **Percentage of incoming and outgoing objects and collections tracked through Collections Transactions Database (Measure Baseline: 100% tracked in SFY2009; Measure Target: 100% tracked in SFY2010)**
- **Percentage Reduction for backlog of archaeological artifact records to be entered into the DHR archaeological artifact inventory database (New measure baseline and targets TBD)**

State Archaeologist and Archaeological Collections Staff will:

Integrate approximately 90% of all archaeological collections acquired from CRM firms and other sources within 2 months of their arrival.

Catalogue and care for the collections with the assistance of part-time staff and interns, rehousing at least 100 boxes of artifacts from Keyser Farm (44PG01), Chippokes Plantation State Park, the Golden Ball Tavern (44PG0439), Stafford County Civil War site (44ST0286), and the Camden site (44CE0140).

With aid of volunteers, begin the lithic analysis of the Keyser Farm collection (44PA0001).

Complete the analysis of artifacts recovered from 44SY0253 at Chippokes Plantation State Park.

Provide conservation support for collections including out-going and in-coming condition assessments and technical support to at least 20 institutions.

Finalize emergency response assistance provided to the City of Pulaski following a fire at the Raymond Raymond F. Ratcliffe Memorial Museum.

Revitalize a programmatic/comprehensive preventive conservation program for collections held by DHR. Monitor collections' environment with goal of decreasing incidence of insect pests and improving stability of temperature and humidity. Devise system to evaluate threat of infestation from incoming collections based on their composition and previous history.

Seek outside funding for treating metals in DHR collections; possible sources being investigated include Institute of Museum and Library Services and National Park Service-Save America's Treasures programs.

Seek outside funding to improve current database management of archaeological records, artifacts and conservation interventions; possible granting sources include the IMLS Conservation Leadership Grant and the The National Historical Publications and Records Commission Electronic Records Project Grants.

Continue the volunteer program for Collections and make available to ASV, Certification Participants, graduate and undergraduate general public. Conduct 30 sessions with a goal of involving 30 volunteers contributing 750 hours during the year.

Continue to evaluate and address growing pressure on space for long term curation of collections at the DHR Kensington Avenue facility:

- Complete the relocation of agency slide and black and white negative collections to the Archives.
- Work with Archives staff to relocate Maryland and Delaware Department of Transportation archaeological grey literature to Archives in SFY 2009-2010.
- Work with Fort Lee repository and VMNH toward goal of transferring collections there from DHR repository, creating more space for acquiring collections at DHR. Continue to provide technical assistance as needed. The goal for 2010 is to transfer 90 boxes from various military sites to Fort Lee and the Hurt Power Plant (44PY0144) collection of 125 boxes to VMNH.

Continue to implement written policy and procedures that ensure database and paper records are integrated into an effective collections management system, filling any documentation gaps as needed and including processes to

- annually reconcile on a sampling basis the relevant databases to items in the collection,
- review and clarify records of ownership, taking steps to determine ownership where this is not recorded and/or to claim 'orphaned' collections in accordance with the authority provided in Code of Virginia §55-210-35 through 38,
- review all current loans, updating agreements as needed, and devising and implementing a system and schedule for regularly monitoring the status of loans, and
- collaborate with agency's Administrative Director in an annual evaluation of compliance with GASB 34, ensuring that the exception is met.

Collections staff will complete the following (O'Grady and DeRoche)

- Enhance the Artifact Inventory, NAGPRA and Conservation databases to include additional data, images and tracking fields to better answer customer service questions regarding DHR artifacts and type collections
- Develop database to manage, identify and image associated funerary artifacts in DHR collections with non-Native American human remains currently in DHR disposition

Objective 2.03 Analyze and reburial human remains in DHR's care.

Overall success toward objective 2.03 will be assessed through the following measures:

- **Percentage of human remains held in DHR care for which specific disposition plans/decisions are finalized (Baseline Measure: 0 for SFY 2008; Target: 100% by SFY 2010).**
- **Percentage of human remains for which final disposition has been completed (Baseline Measure: 0% for SFY 2008; Target Measure 50% by SFY 2010; 100% by 2011).**

The State Archaeologist and the Burial Permit Coordinator will implement the current plan to reburial or determine final disposition of all human remains in DHR's care. This plan will include strategies and a timetable for

- Resolving any related permit issues,
- Consulting with the Virginia Council on Indians, tribal leaders, family descendants, and other appropriate associated persons and organizations and the NAGPRA on locations and procedures for reburial or other long-term disposition.
- Disposition of 75% of individual remains will take place within one year of reaching agreement among consulting parties.
- Use NAGPRA and yet to be constructed Funerary Artifacts databases to record associated funerary artifacts with human remains currently in DHR disposition in anticipation of future transfer of human remains and associated artifacts to pertinent groups.

Objective 2.04 Promote the use of DHR's uniquely comprehensive collections for research and interpretation.

Overall success toward objective 2.04 will be assessed through the following measures:

- **Number of loans of collections (Baseline Measure: 10 loans for SFY2007/2008; Target Measure: 15 loans for SFY 2009/2010).**
- **Number of researchers using DHR collections in DHR facilities (Baseline Measure: 20 for SFY 2008; Target Measure: 20 for DFY2009/2010).**
- **Number of museums provided support (Baseline Measure: 5 for SFY 2007/2008; Target Measure: 5 for SFY 2009/2010)**

The State Archaeologist and Archaeological Collections Staff will:

- Plan and manage Collections Open House to provide behind-the-scenes access to DHR collections and advertise their potential for research and interpretation.
- Plan and manage series of public lectures focused on DHR collections, research and care.
- Conduct Study collection survey to document artifacts, manufacturing technology, current condition and the history of conservation intervention.
- Conduct research on the development of low-fired ceramic standards for non-destructive portable X-ray fluorescence analysis for the awarded 2009-2010 National Center for Preservation Technology and Training Grant. The results of this research will facilitate research on the sourcing of ceramic pastes used to produce low-fired prehistoric ceramics in DHR collections.
- Contact five universities with potential topics for dissertations, theses, and senior papers based on DHR collections.
- Advertise availability to scholars, professional archaeologists, museum professionals and historical societies.
- Provide access and space to work. Annual goals of 5 loans of collections for research, tracked on outgoing transactions database, and 20 researchers using collections study room, tracked on sign-in sheet.
- Continue to provide support and/or objects to 5 small museums and other venues for collections-based exhibits and interpretive programs in their facility. This will advertise our resources and encourage other organizations to use them. Current requests include: Jamestown/Yorktown Foundation, Smithsonian, Virginia Historical Society, Gloucester County, Prince George County, Wolf Creek Indian Village and Museum, James Madison University, and Halifax County Historical Society.
- Track day-by-day use of collections and Collections Section facilities by recording number and purpose of visitors to offices, lab, and study collections room.
- Update section resources by purchasing reference works on Virginia archaeology, collections management, and conservation.
- Establish and enhance educational potential of prehistoric ceramics and projectile points study collections.
- Continue dialogue with interested parties concerning Virginia's management of underwater resources.
- Provide technical assistance to VHS as they update *Story of Virginia* gallery which exhibits chiefly DHR artifacts
- Design, prepare and install two new exhibits based on DHR collections
 - Recent donations of Pamunkey pottery in *Solving History's Mysteries* gallery at VHS
 - Buttons from Virginia in DHR reception area

Goal #3:

Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work

Overall success toward objective 3.01 will be assessed through the following measures:

- **Number of participants trained by DHR training programs or classes (Measure Baseline: 2300 in SFY2003; Measure Target: ≥1,200 in SFY2010)**
- **Number of participants reached by DHR environmental education programs (Measure Baseline: 8,000 in SFY2003; Measure Target: ≥15,000 in SFY2010)**
- **Numbers of Historical Highway Markers placed on Virginia's highways (Measure Baseline: 2100 historical highway markers total; 66 new or replacement markers approved in FY2005; Measure Target: +40 each year through SFY2010)**
- **Number of participants reached by DHR education programs emphasizing Virginia's rich diversity (Measure Baseline: 2,000 in SFY2003; Measure Target: ≥10,000 SFY2009)**
- **Number of new or replacement historical highway markers that reflect Virginia's rich diversity (Measure Baseline: 209 total by end of 2003; Measure Target: +25 each year for SFY2009 and 2010)**

2009-2010 Strategies for Objective 3.01

Conduct or cosponsor historic preservation-related training for public agency and local officials, developers, property owners, etc. about in statutory requirements for historic resources and/or available preservation tools to support community goals. In addition to training strategies included in preceding sections:

- DHR will collaborate with Preservation Virginia in planning and presenting the 2010 Virginia Preservation Conference
- DHR will organize and present a session on historic preservation and sustainable development at the 2010 Environment Virginia conference.
- DHR will continue to collaborate with Sweet Briar College APVA Preservation Virginia in reconstructing Tusculum, adapting it as a regional preservation resource center at the College, and developing joint education and training programs with the Tusculum Institute.
- DHR will continue to assist communities in Virginia who seek designation as *Preserve America* communities by reviewing and commenting on their applications and writing appropriate letters of support
- CRPO will make a presentation about register listing for the Forest Hill neighborhood sometime this fall or winter and assist with training for volunteer architectural surveyors.
- CRPO will make a presentation at Chesterfield Historical Society in February about preservation and what a locality can do to promote and support preservation efforts locally.
- Register Section will conduct a minimum of 1 Register community presentations during the year, including a discussion on how to complete the form and how to write effective statements for Sections 7 and 8. Targets will include communities that participate in Cost Share survey projects or are CLG communities.
- Register staff will conduct a minimum of 1 consultant workshops, open to in-state and out-of-state contractors who either regularly work with DHR or intend to explore designation work.
 - As part of the outreach effort to consultants, Register will continue to work directly with consultants to address concerns that they have with DHR's Register process. Some small workshops will be held or Register "Open House" meetings in the style of the Tax Credit open houses.

Conduct or cosponsor educational activities reaching a targeted 15,000 teachers, students, citizens, preservation organizations, government officials, etc. to foster a greater understanding and appreciation of historic resources. Strategies include:

- RRPO will lecture on the regional prehistoric archaeological evidence that contributes to our understanding of the development of cultigens and agriculture. Lecture in the Lifelong Learning Lecture Series sponsored by the Virginia Tech Roanoke Center. This will also serve as an Archaeology Month event.
- Regional offices will represent DHR at register plaque and highway marker dedications in the regions and accept every invitation to make presentations to organizations in the region.
- RRPO/Community Services will collaborate with UVA and the Virginia Historical Society to present a session on *Jim Crow in Virginia* at the Virginia Forum annual conference in Newport News April 2010.
- Regional offices will step up efforts to promote the archaeological and African-American kits as wonderful educational resources for school children and teachers.
- State Archaeologist and Collections staff will
 - Present at least 5 presentations at professional meetings and conferences.
 - Conduct at least ten tours and educational programming in the DHR Richmond lab and VHS museum for university archaeology classes, field schools, and other educational groups.
 - DSA will assist DGIF by providing Jamestown tour during July 2010 Chesapeake Bay Academy
 - DSA will advertise and invite the public to planned Collections Open House, lecture series on DHR collections and management, as well as cemetery conservation workshops.
 - Collaborate with Chippokes Plantation State Park to disseminate results of archaeological testing on sites at the Park using the theme of the cultural creolization of the English, Africans, and Native Americans.
 - Disseminate data recovered from excavations at the Camden Site (44CE0140).
 - Coordinate Virginia Archaeology Month, developing theme, poster, calendar of events, and mailings to prospective hosts, participants, educators and supporters.
 - Participate in VRUEC and collaborate with other VRUEC members.
 - Update information on DHR programs and resources for VaNaturally Education guide website.
 - Promote DHR at Environmental Education Conference and Professional Development Meeting for VaNaturally Partners.
 - Contribute to Natural Resources exhibits at State Fair of Virginia.
 - Conduct at least 2 archaeological field school programs through agency and private sector partnerships: Chippokes Plantation State Park with ASV and State Parks and at Stafford County Civil War encampment
 - DHR divisions will continue cooperative interaction with ASV to provide meeting space and artifact processing and learning opportunities through the study of the collections from Chippokes, Keyser Farm, Golden Ball Tavern, and other sites.
 - Prepare and staff displays and activity booths promoting historic preservation, archaeological site and artifact preservation, Civil War site preservation and DHR programs at five or more venues.
 - Promote agency educational products, including Solving History's Mysteries, ARKS (Native American and African American), *First People: the Early Indians of Virginia*, Prince William Network videos on Ice Age Explorers, DHR web site interactive modules *The Paintings of John White* and *What Do Archaeologists Do?*, and other sponsored/co-sponsored exhibits and events.

- The State Archaeologist will regularly report DHR activities to Archeological Society of Virginia and Council of Virginia Archaeologists.
- Partner with the Museums on the Boulevard organization in educator outreach including their annual teachers reception.
- Distribute copies of the archaeological conservation CD produced by the Mid-Atlantic Conservators Group as requested.
- Create three new storyboard displays of Archaeology and Collections activities for ground floor lobby windows.
- DSA will create a Collections Exhibit for upcoming professional meetings.

Increase official public recognition and public awareness of historic places representing Virginia's rich and diverse historic heritage

- Register a minimum of 12 historic properties that recognize persons or events associated with diversity themes as Virginia Historic Landmarks (included in register section above)
- Reach a minimum of 10,000 citizens, teachers, and students through diversity in history educational programs.
- DHR in cooperation with Preservation Virginia will continue to explore the feasibility and desirability of establishing a Virginia African-American Heritage Council.
- DHR's Historical Highway Marker program will
 - Leverage a minimum of 5 diversity-themed markers from private sponsors
 - Complete approximately 100 new and replacement markers focusing on diversity subjects over the next three years using a 2007 Transportation Enhancement Grant. Staff will work with the Diversity Committee to choose, research, write, and gain board approval for a targeted 25 markers in SFY 2010.
 - Create a highway marker traveling display (depending on funding).
- The Register Section will focus on increasing Women's Diversity subjects for marker and register designation. Strategies include working with the Virginia Association of Museums' *Women in the Arts* initiative to produce at least 4 new markers on this subject, and organize and publicize group dedication events of approximately 5 markers already approved in the Tidewater area, possibly another group dedication in the Richmond/Petersburg area.
- Publications Manager will oversee creation of a poster for National Preservation Month (May) that promotes DHR and Virginia's historic buildings and structures; completion of this project will depend on available funding or co-sponsorship. If successful, the poster would be distributed to schools, public libraries, museums, historical societies, and other educational facilities in Virginia.
- Publications Manager will distribute via email on a weekly basis a listing of online news items about preservation, history, land-use and planning, and other related topics of interest gleaned from local, state, and national media sources. The "DHR News Clips" service will remain available, cost-free, to citizens and professionals in government agencies and non-profit organizations, as a means to (a) increase DHR's visibility and (b) foster better awareness statewide of various preservation issues and activities happening at the local and regional level. The DHR News Clips will also feature, as warranted, "News from DHR," thus providing another means for DHR to "get the word" about agency activities and accomplishments.
- Collections staff will conserve at least ten Native American or African American artifacts.

APPENDIX – KEY ACRONYMS DEFINED

DHR Divisions/Units

DSA	Division of State Archaeology
OPI	Office of Preservation Incentives
ORC	Office of Review and Compliance
RSR	Resource Services and Review
CRPO	Capital Region Preservation Office
NRPO	Northern Region Preservation Office
RRPO	Roanoke Regional Preservation Office
TRPO	Tidewater Region Preservation Office

Other Organizations and Agencies

AIA	Architectural Institute of America
APVA	Preservation Virginia: Statewide historic preservation advocacy organization
ASV	Archeological Society of Virginia
COE	US Army Corps of Engineers
COVA	Council of Virginia Archaeologists
DCR	Department of Conservation and Recreation (includes State Parks)
DEQ	Department of Environmental Quality
DGIF	Department of Game and Inland Fisheries
DGS	Department of General Services
DHCD	Department of Housing and Community Development
FCC	Federal Communication Commission
FHWA	Federal Highways Administration
FMFADA	Fort Monroe Federal Area Development Authority
(FM)HPAG	(Fort Monroe) Historic Preservation Advisory Group
HUD	Housing and Urban Development
JMU	James Madison University
NPS	National Park Service
PAPA	Piedmont Area Preservation Alliance
RU	Radford University
SAA	Society for American Archaeology
SHA	Society of Historical Archaeologists
UMW	University of Mary Washington
UR	University of Richmond
UVA	University of Virginia
VAM	Virginia Association of Museums
VCI	Virginia Council on Indians
VCU	Virginia Commonwealth University
VDOT	Virginia Department of Transportation
VHS	Virginia Historical Society
VMFA	Virginia Museum of Fine Arts
VMI	Virginia Military Institute
VMNH	Virginia Museum of Natural History
VOF	Virginia Outdoors Foundation
VRUEC	Virginia Resource Use and Education Council
VT	Virginia Tech
VTC	Virginia Tourism Corporation
W&M	College of William and Mary

Other

ARB	Architectural Review Board
CDBG	Community Development Block Grant
CLG	Certified Local Government
DSS	Data Sharing System – DHR’s online historic resources inventory
GIS	Geographic Information System
MOA	Memorandum of Agreement
NAGPRA	Native American Grave Protection and Repatriation Act (federal)
NHPA	National Historic Preservation Act (federal)
NRHP (or NR)	National Register of Historic Places
PA	Programmatic Agreement
ROW	Right of Way (VDOT)
TWHP	Teaching With Historic Places
VLR	Virginia Landmarks Register
W3R	Washington-Rochambeau Road to Revolution