

Donald H. Pflueger Local History Award Guidelines

1. The Donald H. Pflueger Local History Award honors an outstanding scholarly book or project (print or electronic) on Southern California local history.
2. Current Donald H. Pflueger Local History Award Committee members are not eligible to apply for or receive the award.
3. The submissions must be published in English. Submissions must be published or produced in the two calendar years preceding the year the award is given.
4. Applicants must submit the following to the selection committee:
 - a. A completed application form.
 - b. One copy of the entry for each committee member.
5. Members of the Donald H. Pflueger Local History Award Committee may nominate publications or projects that meet the criteria for consideration.
6. The Award Committee Members shall:
 - a. Be appointed by the President for a three-year term.
 - b. Have terms that are staggered in a three-year cycle. Each year a new committee member will be appointed. In case of an incomplete term of service, an appointment will be made to complete the term of service
7. The Award Committee Chair shall:
 - a. Ideally have at least one-year experience on the particular committee prior to taking over the position of chair.
 - b. Be responsible in overseeing the work of the committee, including receipt and distribution of applications to committee members, timely determination of Award recipient(s), and notification of the decision to those applicants selected and not selected as well as the Executive Director.
 - c. Present, or appoint someone to present, the award to the winner at the annual conference
 - d. Make a summary report to the Board of Directors at the annual meeting.
8. Each member of the committee shall review and rate each application. From their individual ratings, committee members shall reach a consensus on the recipient(s).
9. The Committee shall use the following criteria in selecting recipients:
 - a. Originality of conception and analysis.
 - b. Wide research and careful documentation.
 - c. Clarity of expression.
10. The award will be subject to funding availability and the pool of nominees.
11. The award recipient(s) shall be announced at the annual meeting.