
State Historic Preservation Office Review Schedule For National Register Nominations

- National Register of Historic Places nominations can now be submitted digitally. As a nomination preparer you have a choice of submitting your digital nominations in one of the following ways:
 - Email (size 10 mega-bytes or less)
 - File share website (Google Drive is preferred)
 - CD-R via USPS mail (See the Digital National Register of Historic Places Submissions instructions.)
- State Historic Preservation Office Group Review meetings are typically held every Wednesday from 9:30 a.m. to 12:30 p.m.
- You are encouraged to participate in the Group Review meetings, either in person or via conference call.
- Nominations are scheduled for Group Review meetings on a first come first served basis by date received.
- Typically nominations require at least two or more staff reviews depending on complexity.
- Revised nominations should be submitted in Microsoft Word® **with track changes turned on** or with changes highlighted to easily identify revisions.
- Revised nominations will be submitted within two weeks of the staff review. Prompt revision and resubmittal of nominations keep them on track during the desired review round. It is better to have a nomination ready and waiting for the meeting than not ready and postponed until the next one.

Deadline for Final State Historic Preservation Office Review

- This review is intended to give you a last chance to make a few minor edits or modifications before the "Completed Nomination Submittal Deadline."
- Nominations needing additional staff reviews after this meeting will not be scheduled on the upcoming State Nominations Review Committee agenda. We will continue working toward the nomination being scheduled on the next agenda.

Final Submittal Deadline

- The final submittal deadline is approximately 2 ½ months prior to the State Nominations Review Committee meeting.
- Nominations that are State Nominations Review Committee ready will be reviewed.
- Nominations should be provided in .PDF (Portable Document Format) format and the photographs in .JPG format. (See the Digital National Register of Historic Places Submissions instructions.)
- If applicable, the State Historic Preservation Office will send electronic copies of the nomination(s) and photographs to the Certified Local Governments (CLG).
- Completed nominations and committee meeting documents will be printed and provided to each State Nominations Review Committee member 30 days prior to the meeting.
- No extensions will be approved.

Post State Nominations Review Committee Review

- State Nominations Review Committee meeting minutes will be sent electronically to you following the meeting.
- After receiving the minutes, submit revised nominations in Microsoft Word® with track changes turned on to easily identify revisions. Nominations are scheduled on a first come first served basis for group review.

STATE HISTORIC PRESERVATION OFFICE OF IOWA

IOWA DEPARTMENT OF CULTURAL AFFAIRS

National Register of Historic Places

Review Schedule

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- Once all revisions requested by the State Nominations Review Committee are complete, the State Historic Preservation Office will request either a final digital copy of the nomination in .PDF and photographs in .TIFF on a CD-R or two hard copies on 25% cotton, acid free, archival paper. The nomination will be provided to the Deputy State Historic Preservation Office for signature after which it will be forwarded to the National Park Service (NPS) for review and possible listing.
 - It takes at least two months from the date the National Park Service receives the nomination until the State Historic Preservation Office receives notice of listing.

State Historic Preservation Office Review Schedule for National Register Nominations

Rounds During the Year	Submittal Date for First Review	Deadline for last State Historic Preservation Office Review <small>(This is a last shot for preparers prior to the FINAL deadline.)</small>	Final Submittal Deadline	State Nomination Review Committee Meeting	Post Nomination Committee Review <small>Scheduled after the revised draft is received.</small>
2017					
Round #1	August 1, 2016	November 17, 2016	December 5, 2016	February 10, 2017	As Scheduled
Round #2	December 1, 2016	March 22, 2017	April 3, 2017	June 9, 2017	As Scheduled
Round #3	April 3, 2017	July 20, 2017	August 1, 2017	October 13, 2017	As Scheduled
2018					
Round #1	August 3, 2017	November 20, 2017	December 4, 2017	February 9, 2018	As Scheduled
Round #2	December 4, 2017	March 21, 2018	April 2, 2018	June 8, 2018	As Scheduled
Round #3	April 2, 2018	July 16, 2018	August 1, 2018	October 12, 2018	As Scheduled
2019					
Round #1	August 3, 2018	November 19, 2018	December 3, 2018	February 8, 2019	As Scheduled
Round #2	December 3, 2018	March 18, 2019	April 1, 2019	June 14, 2019	As Scheduled
Round #3	April 1, 2019	July 22, 2019	August 5, 2019	October 11, 2019	As Scheduled
2020					
Round #1	August 5, 2019	November 12, 2019	December 3, 2019	February 14, 2020	As Scheduled
Round #2	December 3, 2019	March 17, 2020	April 2, 2020	June 12, 2020	As Scheduled
Round #3	April 2, 2020	July 17, 2020	July 30, 2020	October 9, 2020	As Scheduled