



1200 S Kansas Ave
Topeka, KS 66612-1375
785/290-0072

HPP 2015 PRESERVATION GRANT PROGRAM

April 1, 2015 Application Deadline

Historic Preservation Partners, Inc. (HPP) is pleased to announce its Preservation Grant Program is soliciting for a round of grant applications due April 1, 2015.

HPP's grants offer a unique and flexible source of preservation funding. The Board of Directors will consider grant applications to assist in the stabilization, mothballing, and rehabilitation of historic properties. Stabilization and mothballing grants will address buildings that are in danger of decaying beyond repair or that need help to fund essential maintenance items to prolong the building's life while the owner develops a viable preservation plan. Rehabilitation grants will help finance small preservation projects that would not otherwise be feasible without outside assistance. The Board also will consider grant applications for funding a feasibility study, structural analysis, or development of a rehabilitation plan for prospective historic rehabilitation projects and applications from local or state historic organizations for educational classes, programs or events. HPP grants will not be awarded solely to match other public or private grant funds.

The maximum amount of grant that will be awarded to an applicant for a single project is \$15,000. Applications for this round of grants must be submitted on or before April 1, 2015.

An overview and guidelines about HPP's grant program, as well as the grant application, can be downloaded at <http://www.yourhistoricpartner.com> For additional information, contact Rick Kready, HPP's President at (785) 290-0072 or at rick.kready@yourhistoricpartner.com

HPP is a non-profit corporation with the primary objective to encourage and facilitate the preservation of historic structures.



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HISTORIC PRESERVATION PARTNERS, INC

Preservation Grant Overview

Historic Preservation Partners, Inc. (“HPP”) is a non-profit corporation promoting preservation of historically significant structures. To aid in the preservation and rehabilitation of these older buildings, HPP administers various programs, including the HPP Preservation Grant program.

OVERVIEW OF THE PROGRAM:

The Preservation Grant program is funded by the HPP Board in varying amounts from year to year as part of the HPP budget. The resulting grants will provide funding to assist in the stabilization, mothballing, and rehabilitation of historic properties. Stabilization and mothballing grants will address buildings that are in danger of decaying beyond repair or that need help to fund essential maintenance items to prolong the building’s life while the owner develops a viable preservation plan. Rehabilitation grants will help finance small preservation projects that would not otherwise be feasible without outside assistance. The Board may, at its sole discretion, award grants to assist with specific and limited items as part of a larger rehabilitation plan.

USE OF GRANT FUNDS:

Grant funds can be used to stabilize or mothball a building or to cover specific and limited portions of a rehabilitation plan. As noted in National Park Service Preservation Brief 31, stabilization might involve work to protect the exterior from moisture penetration, structurally stabilize the building based on a professional condition assessment, and/or exterminate or control pests such as termites and rodents. Although most grants will focus on stabilization and mothballing, in some situations the HPP Board might approve a grant to help fund specific and limited items of a property’s rehabilitation plan, particularly small projects that would not be feasible without assistance. Additionally the Board will consider grant applications for funding a feasibility study, a structural analysis, or development of a rehabilitation plan for a prospective historic rehabilitation project. The Board also will consider grant applications from local or state historic organizations for educational classes, programs or events. HPP grants will not be awarded solely to match other public or private grant funds.

ELIGIBILITY REQUIREMENTS:

The HPP Board will review each grant request on its individual merit; however, the grants are intended only for situations where other funding either is not available, inadequate, or perhaps untimely. Grants will be awarded for projects that help retain or recover the original architectural integrity of the property. Buildings should be considered historically or architecturally significant to receive a grant. In considering multiple requests competing for limited funding, the Board will give preference to structures already listed on the State or National Register of historic places;

however, such “listing” is not required. While the Board will seek some level of matching funds that demonstrate the applicant’s commitment to the project, in exceptional situations the Board reserves the right to waive that requirement.

HPP grant applicants must demonstrate that the property's continued existence is threatened or its rehabilitation is not economically feasible without grant assistance. This threat must come from forces not within the control of the owner, such as severe structural deterioration or governmental action. Funds will not be provided simply to make the preservation of a property more profitable.

Entities that have an affiliation with HPP are not eligible to receive such grants.

APPLICATION PROCESS:

The property owner should complete and submit the application form. In addition to reviewing the application, including all supporting documentation and photos of the building, the Board may require a site visit and an interview with the applicant prior to making a grant award.

Additional copies of the application form or associated documents are available by contacting HPP at:

Richard D. Kready, President
Historic Preservation Partners, Inc.
1200 S. Kansas Ave.
Topeka, Kansas 66612-1375
Phone: 785/290-0072
E-Mail: Rick.Kready@YourHistoricPartner.com
Web Site: <http://www.yourhistoricpartner.com/>

Please be aware of a street address change after March 10th:

404 SW 9th Street
Topeka, Kansas 66612

GRANTS:

If an applicant receives a grant, the Board will notify the applicant in an award letter which states the conditions of the grant and the scope of work to be covered. The property owner then must sign an Agreement with HPP agreeing to carry out the work under the oversight of HPP, and when applicable, must commit to maintain the property including any work or improvements funded by the grant for at least five years or some other period as described in that Agreement. If the property is sold or demolished before the end of the five-year period, the Agreement will require a proportional share of the grant be repaid. After the Agreement is signed, work may begin.



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HISTORIC PRESERVATION PARTNERS, INC.

Preservation Grant – Program Guidelines

These guidelines supplement the terms and conditions set forth in the Historic Preservation Partners, Inc. (“HPP”) Preservation Grant program. The HPP Board (the Board) shall have the sole authority to interpret and waive in whole or in part any provisions in these guidelines and the grant program. The decision of the Board shall be final and is not subject to appeal.

GRANT FUND AVAILABILITY:

The Board shall have the sole discretion on funding the grant program and whether to award all or part of the monies in the grant program to applicants, including the award or reservation of funds for emergency projects. The maximum amount of grant that will be awarded to an applicant for a single project is \$15,000.

USE OF GRANT FUNDS:

Grant funds are available for stabilizing or securing historical properties that are in danger of decaying beyond repair or to provide essential maintenance to assist in building preservation while the owner develops a long-term preservation and rehabilitation plan and secures funding. Grant funds are also available for small preservation projects that would not otherwise be feasible without outside assistance. The Board may, in its sole discretion, make a grant award to assist with specific and limited items as part of a larger rehabilitation plan. Additionally the Board will consider grant applications to fund a feasibility study, structural analysis, or development of a rehabilitation plan for a prospective historic rehabilitation project. The Board also will consider grant applications from local or state historic organizations for educational classes, programs or events. HPP grants will not be awarded solely to match other public or private grant funds.

GRANTEE STATUS:

Applicants for grants may be for profit, not for profit, educational or governmental entities. If the grant funds will be used for repair, maintenance or rehabilitation of an historic structure or building which is not wholly owned by the applicant, the property owner must co-sign the grant application and the grant agreement. Entities that are affiliated with HPP are not eligible to receive any grants under this grant program.

APPLICATION SUBMITTAL / DEADLINES:

HPP will, subject to available funding, periodically review applications and make grant awards. For 2015, applications for grants must be submitted on or before April 1 to be considered as part

of the grant review process. Generally, applications will be reviewed and grant awards announced within 60 days of the grant application submittal deadline. For the April 1, 2015 round of applications, the Board will endeavor to make award announcements on June 1.

The Board reserves the right to review and make emergency grant awards outside of the formal review process in extraordinary circumstances, such as the damage or partial destruction of an historic building through an act of nature, such as tornado, flood or fire. Additionally, an emergency grant award may be made by the Board to avoid the imminent destruction or loss of an historic structure. Applicants for emergency grant awards may be required to submit supplemental application materials describing the imminent need for the grant award.

ELIGIBILITY OF STRUCTURES:

Buildings should be historically and architecturally significant to be eligible for a grant. The Board will give a preference to those buildings or structures that either are on or eligible to be listed on the State or Federal Historic Register or contributing buildings located in an Historic District. The Board will consider a grant application that would include removal of non-historic features to expose the historic fabric and make a building eligible for listing on the State or Federal historic registers. All decisions relating to the eligibility of buildings or structures shall be at the sole discretion of the Board.

GRANT AGREEMENT:

No funds shall be disbursed by HPP prior to the Grant recipient executing a grant agreement. The grant agreement provides for access to the building or structure to HPP's directors, officers, employees or agents for the purpose of inspecting the building or structure and verifying that the grant funds have been expended for the stated purposes and that all rehabilitation work is done in accordance with all applicable historic preservation standards. Further the grant agreement sets forth the scope of the project and schedule of work. The project must commence within 60 days of execution of the agreement and must be completed within one year of its execution. Provided however, the Board may grant an extension of time for commencement or completion of work upon good cause shown by the applicant that the delay is not caused by the action or inaction of the applicant. Moreover, the grant agreement provides for repayment of all grant funds in the event grant proceeds are spent on non-qualifying expenditures or on any work not specified in the grant agreement or if significant or contributing historic elements of the Property are removed or destroyed. Further a prorated share of the grant funds must be repaid if the building or structure is sold or demolished within 5 years of the grant award.

DISBURSAL OF GRANT PROCEEDS:

The grant agreement also establishes the terms of the disbursement of the grant awards. All grant funds will be made on a reimbursement basis upon the furnishing of receipts and certification that the work has been completed. Grant fund disbursement will be made on a periodic basis no more frequently than monthly.

PROJECT DESCRIPTION:

The applicant will be required to provide a detailed description of the project for which funding is sought, including a description of work completed in prior phases and any planned future phases. The description should detail how the work will comply with the Secretary of the Interior's Standards.

PROJECT FUNDING:

The applicant shall disclose the amounts and sources of all funding necessary for the project for which grant funds are sought. While not required, matching funding in cash or services will be favorably looked upon by the Board as the presence of matching funds demonstrates the applicant's commitment to the project and allows the HPP grant funds to be spread among more qualified projects. Additionally, the source and amount of any other grant funds applied for or awarded must be disclosed as part of the application.

EVALUATION CRITERIA:

Projects will be evaluated by the Board in the context of historic site preservation. The factors that will be reviewed include:

- historical significance of the building or structure to the community, state or nation
- description of the project including the desired goals,
- appropriateness of the proposed improvements or work,
- compliance with the Secretary of Interior's standards,
- urgency of the project including the current status and the threats to the building or structure,
- financial need, and
- applicant's experience and capacity to complete the project.



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2015 HPP PRESERVATION GRANT APPLICATION FORM

Submittal Deadline: April 1, 2015

Grant applications and all supporting materials must be submitted in electronic form on or before the Submittal Deadline. Additional copies of the application form or associated documents are available by contacting HPP at:

Richard D. Kready, President
Historic Preservation Partners,
Inc. 1200 S. Kansas Ave.*
Topeka, Kansas 66612-1375
Phone: 785/290-0072
E-Mail: Rick.Kready@YourHistoricPartner.com
Web Site: <http://www.yourhistoricpartner.com/>

* Please Note: Address Change effective March 10, 2015:
404 SW 9th Street, Topeka KS 66612

A. APPLICANT (Legal Owner) _____

Mailing Address

City State Zip Code

Area Code + Daytime Phone

B. GRANT ADMINISTRATOR (main contact) _____

Mailing Address

City State Zip Code

Area Code + Daytime Phone / Cell / Home / E-mail Address

C. HISTORIC PROPERTY NAME _____

Property Location

Street City Zip County

D. APPLICANT STATUS

- Local Government
- Local or County Historical Society
- Not-for-profit Organization
- For-profit Corporation
- Individual
- Other (explain) _____

E. REGISTER LISTING (if any)

- National Register of Historic Places
- Register of _____ (State or local) Historic Places
- Contributing Property within _____ Historic District

F. CURRENT AND PROPOSED FUNDING SOURCES

Please provide information about the proposed financing of the project. Specify the amount of the Applicant's contribution, either in cash or as in-kind services. Please include information about any current or proposed financial assistance including grants, tax rebates or tax credits the property has received (or is receiving), as well as potential funding sources for the proposed project, whether from HPP or other sources such as any local preservation organizations, the State Historic Preservation Office, local, state or federal government, or other programs related to historic preservation. (Please describe project, name of funding source, amount, date, and type of award.)

G. PROJECT DESCRIPTION

Please describe the project for which you are seeking funding. Include a discussion of any work that has been completed to date as well as any planned future phases. Please describe the specific use(s) for the requested grant funding (use additional pages and attachments as necessary). The HPP Board needs to understand the current condition and circumstances motivating your request, along with explanations of work to be done, other funding available, and how you intend to use any funding granted by HPP. Applicants also must demonstrate that the property's continued existence is threatened or its rehabilitation is not economically feasible without grant assistance.

H. PHOTOS & DOCUMENTATION

Please enclose photos of the building, including overall views and details of the features and conditions that will be addressed by this grant request, along with any documentation such as professional assessments, plans, specifications, contractor bids, and/or additional explanations for HPP Board consideration. Include below a description of the photos and summary of any attachments:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____