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15.904 HISTORIC PRESERVATION FUND GRANTS-IN-AID

FEDERAL AGENCY

NATIONAL PARK SERVICE, DEPARTMENT OF THE INTERIOR

AUTHORIZATION

National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470 et seq.

OBJECTIVES

To provide matching grants to States for the identification, evaluation, and protection of historic properties by such means as survey, planning technical assistance, acquisition, development, and certain Federal tax incentives available for historic properties; to provide matching grants to States to expand the National Register of Historic Places, (the Nation's listing of districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, engineering and culture at the National, State and local levels) to assist Federal, State, and Local Government agencies, nonprofit organizations and private individuals in carrying out historic preservation activities; and to provide grants to Indian Tribes and Alaskan Native Corporations to preserve their culture.

TYPES OF ASSISTANCE

Formula Grants; Project Grants.

USES AND USE RESTRICTIONS

Matching grants can directly finance State staff salaries, equipment, and materials, and travel necessary to accomplish program purposes. States may transfer funds to third parties to carry out historic preservation activities such as surveys, preservation plans, National Register nominations, architectural plans and specifications, historic structures reports, and engineering studies necessary to restore properties listed on the National Register of Historic Places, and for acquisition or repair of these properties. Development projects must comprise one or more of the 4 allowable treatments defined in the "Secretary of the Interior's Standards for the Treatment of Historic Properties" (36 CFR 78). These treatments are preservation, restoration, rehabilitation, and reconstruction. Major reconstruction is not eligible. Other activities must meet the applicable Secretary of the Interior's Standards for Archeology and Historic Preservation. In 2004, the amount appropriated from the Historic Preservation Fund for financial assistance to the States, Territories, and the Freely Associated States of Micronesia, was \$35 million, with an additional \$3 million for grants to Indian tribes. In accordance with Section 102(a)(5) of the National Historic Preservation Act, as amended, grantees must agree to assume, after completion of the restoration project, the total cost of the continued maintenance, repair, and administration of the property in a manner satisfactory to the Secretary.

ELIGIBILITY REQUIREMENTS

Applicant Eligibility

Eligible applicants are States and Territories as defined in the National Historic Preservation Act, as amended, operating programs administered by a State Historic Preservation Officer appointed by the Governor or according to State law, and which are otherwise in compliance with the requirements of the Act. Eligible applicants for the Tribal Grant Program are Federally recognized Indian Tribes, Alaska Native Corporations, and Native Hawaiian organizations.

Beneficiary Eligibility

Eligible beneficiaries include State and local governments, public and private nonprofit organizations, and individuals. According to their own priorities and plans, States select their own projects and may subgrant to public and private parties, including local governments, federally recognized Indian tribal governments, nonprofit and for-profit organizations, and/or individuals to accomplish program objectives. At least ten percent of each year's appropriation must be subgranted to local governments certified as eligible to carry out preservation functions according to 36 CFR 61. Grants are awarded at a ratio of 60 percent Federal, 40 percent State (public and/or private funds and/or allowable in-kind donations). American Samoa, Guam, Commonwealth of Northern Mariana Islands, Federated States of Micronesia, Republic of Palau, Republic of Marshall Islands and Virgin Islands are exempt from matching share per Public Law 96-205.

Credentials/Documentation

Each State must have a qualified Review Board, employ professionally qualified staff, and maintain an approved statewide historic preservation plan in accordance with 36 CFR 61.

APPLICATION AND AWARD PROCESS

Preapplication Coordination

The Annual Application from the State uses the standard application forms furnished by 43 CFR Part 12, Subpart C, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments." Environmental impact assessment is required. E.O. 12372, "Intergovernmental Review of Federal Programs," applies. An applicant should consult the office or official designated as the Single Point of Contact in the State for information on the process the State requires to be followed in applying for assistance, if the State has selected the program for review.

Application Procedure

Application is made by the States for an annual grant in the form of planned activities and projects. 43 CFR Part 12, Subpart C, "Uniform Administrative Requirements For Grants and Cooperative Agreements to State and Local Governments," applies to awards to States. Applicants for financial aid for subgrants and contracts must contact the State Historic Preservation Office for application information. Applicants for HPF Tribal Grant projects may contact the National Park Service at (202) 354-2068.

Award Procedure

The Annual appropriation is allocated by the Secretary of the Interior among States and Territories.

Deadlines

Set dependent upon the date of enactment of appropriations for the fiscal year for which assistance is requested. States set subgrant deadlines.

Range of Approval/Disapproval Time

Up to 1 month for Federal grants; subgrant time depends on State procedures.

Appeals

Not applicable.

Renewals

Not applicable. Grants to States are for 2 years, subject to "Use or Lose" procedures established by the Federal agency.

ASSISTANCE CONSIDERATIONS

Formula and Matching Requirements

Funds are allocated to States based upon population, land area, and previous funding levels. Award amounts are subject to the availability of funds.

Length and Time Phasing of Assistance

Fiscal year in which funds are appropriated and one succeeding fiscal year.

POST ASSISTANCE REQUIREMENTS

Reports

An annual performance report is required comparing planned accomplishments with actual results. Summary completion reports must be maintained for subgrant expenditures. Expenditure reports as specified in 43 CFR Part 12, Subpart C, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments" or in OMB Circular No. A-110 are required.

Audits

In accordance with the provisions of OMB Circular No. A-133 (Revised, June 27, 2003), "Audits of States, Local Governments, and Non-Profit Organizations," nonfederal entities that expend financial assistance of \$500,000 or more in Federal awards will have a single or a program-specific audit conducted for that year. Nonfederal entities that expend less than \$500,000 a year in Federal awards are exempt from Federal audit requirements for that year, except as noted in Circular No. A-133.

Records

Full fiscal and project records to be maintained by grantees in accordance with OMB Circular Nos. A-87, and 43 CFR Part 12 for States and Tribes; OMB Circular Nos. A-122 and A-110 as

required.

FINANCIAL INFORMATION

Account Identification

14-5140-0-2-303.

Obligations

(Grants) FY 04 \$68,552,000; FY 05 est \$73,582,000; and FY 06 est \$77,000,000.

Range and Average of Financial Assistance

\$197,073 to \$1,194,000; \$661,017.

PROGRAM ACCOMPLISHMENTS

See 15.914, National Register of Historic Places for the number of historic districts, individual properties, and National Historic Landmarks nominated because of the Historic Preservation Fund Grants-in-Aid Program. Since 1968, over \$1.3 billion has been awarded to 50 States and Territories, the National Trust, and Tribes. Over 850 subgrants were awarded by 59 State and Territorial grantees in Fiscal Year 2003. These categorical matching grants administered by the National Park Service provide partial funding support to State Historic Preservation Offices (SHPOs) in carrying out statutory responsibilities under the National Historic Preservation Act, as amended, for the following types of activities: (1) conducting a comprehensive survey of historic properties (12.4 million acres and 123,000 properties assessed) and maintaining inventories of information gained from such survey; (2) nominating properties to the National Register of Historic Places (1,450 nominations); (3) assisting and advising Federal and State agencies and local governments in carrying out their historic preservation responsibilities (e.g., 105,000 Federal projects reviewed); (5) cooperating with local governments in developing local historic preservation programs (total of 1,431 Certified Local Governments (CLGs); and (6) advising and assisting in the evaluation of proposals for rehabilitation projects that may qualify for Federal tax incentives (e.g., 3,400 Federal Tax Credit applications reviewed). Some of the indicators of program success or outcome include: historic resources saved, customers satisfied, timely responses to requests, and increases in grant products such as those noted above.

REGULATIONS, GUIDELINES, AND LITERATURE

A brochure describing the grant and related programs are available upon request from the Department of the Interior, National Park Service, 1849 C Street, NW., Mail Stop 2255, Washington, DC 20240. See the "Catalog of Historic Preservation Publications." Important examples include: "The National Register of Historic Places," 1966-1994 issue, a softbound volume describing National Register properties published in conjunction with the National Trust for Historic Preservation Press and the National Conference for State Historic Preservation Officers, (John Wiley and Sons, Preservation Press, 1 Wiley Drive, Somerset, New Jersey 08875, Telephone 1-800-225-5945, Reference ISBN 0471-144-037), the Historic Buildings Preservation Briefs series; the Preservation Planning series; the Preservation Tech Note Series; and, the National Register Bulletin series. Program regulations are specified in Volume 36 of the Code of Federal Regulations. Program standards are found in "The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation."

INFORMATION CONTACTS

Regional or Local Office

State programs applicants should refer to Catalog Appendix IV for list of State Historic Preservation Offices. Contact the appropriate State agency for subgrant eligibility information. This list is also available on the National Park Services ParkNet, Links to the Past, World Wide Web site (<http://www.2cr.nps.gov>). Corrections and additions should be directed to Tawana Jackson, Heritage Preservation Services Division, National Park Service, 1849 C Street, NW., Mail Stop 2255, Washington, DC 20240 or E-mail Tawana_Jackson@nps.gov.

Headquarters Office

Associate Director, Cultural Resource Stewardship and Partnerships, National Park Service, Department of the Interior, Washington, DC 20240. Telephone: (202) 354-2054.

Web Site Address

<http://www.family.info.gov.cfda.index.htm>

RELATED PROGRAMS

15.910, National Natural Landmarks Program; 15.912, National Historic Landmark; 15.914, National Register of Historic Places; 15.915, Technical Preservation Services.

EXAMPLES OF FUNDED PROJECTS

The listing of the first post-World War II development in the National Register of Historic Places. Designed by developer Edward Hawkins, Colorado's Arapaho Acres residential district, contains houses reflecting the International Style of architecture influenced by architect Frank Lloyd Wright; documentation of Blackbeard's flagship Queen Anne's Revenge, lost at Beaufort Inlet in 1718, by researchers with the North Carolina Department of Cultural Resource's Underwater Archeology Unit; restoration of the Chicago's Reliance Building, a National Historic Landmark, using the combined resources of the Federal Historic Preservation Tax Incentives Program, city, and private funding; and restoration of the Chickasaw White House by the Chickasaw Nation of Oklahoma. The Chickasaw White House, designed by former Chickasaw Governor Douglas Johnston and built in 1895, is listed in the National Register of Historic Places.

CRITERIA FOR SELECTING PROPOSALS

Each State selects subgrant proposals for funding in accordance with its own priorities.

General Services Administration
Office of Chief Acquisition Officer
Regulatory and Federal Assistance Division (VIR)

State Historical Fund - General Grants
Colorado Historical Society (State)

Office of Archaeology + Historic Preservation

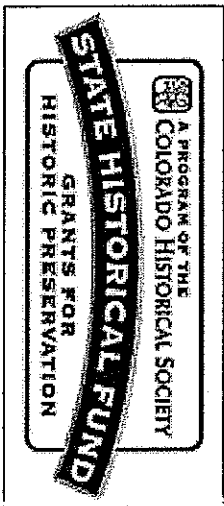
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State Historical Fund

Program Areas

- Centennial Farms
- Certified Local Governments
- National & State Registers
- Office of the State Archaeologist
- Preservation Tax Credits
- Program for Avocational Archaeological Certification (PAAC)
- Review & Compliance

- State Historical Fund Background
- Project Types
- Grant Types
- Application & Guidelines
- Revolving Loan Fund Workshops
- Project Snapshots
- Feature Articles



The State Historical Fund was created by the constitutional amendment allowing limited gaming in the towns of Cripple Creek, Central City, and Black Hawk. The amendment directs that a portion of the gaming tax revenues be used for historic preservation throughout the state. Approximately \$15 million is available for distribution annually, and funds are distributed through a competitive process. All projects must demonstrate strong public benefit and community support. Grants vary in size, from a few hundred dollars to amounts in excess of \$100,000. The Fund assists in a wide variety of preservation projects including restoration and rehabilitation of historic buildings, architectural assessments, archaeological excavations, designation and interpretation of historic places, preservation planning studies, and education and training programs.

Public Notice: Approved State Historical Fund Grants under \$25,000.

Public Notice: [Colorado Historical Society/State Historical Fund Grant Applications](#) submitted October 1, 2005.

Next grant application deadline: Monday, April 3, 2006.

Contact:

State Historical Fund
 225 E. 16th Ave. #950 Denver, CO 80203
 Office Hours: M-F 8:00-5:00
 Phone: 303.866.2825
 Fax: 303.866.2041
 email: shf@chs.state.co.us

All Grants Awarded
Through Fiscal Year
Survey & Inventory

Did You Know?

- ▶ The State Historic Fund receives 22.4% of the tax revenues generated by limited stakes gaming (Limited Gaming Fund). An additional 5.6% of gaming tax revenues is provided to the three gaming towns of Blackhawk, Central City and Cripple Creek for their historic preservation efforts.
- ▶ Since 1993 over 2400 projects received more than \$120 million dollars to support preservation in Colorado.
- ▶ Every Colorado county has received at least one grant.

Welcome | What's New | How Do I...? | Program Areas | SHF Grants | PAAC | Forms | Compass | Publications | State Plan | Online Guides | Jobs | Links | Credits | Search | CHS Home |

State Historical Fund

Program Areas

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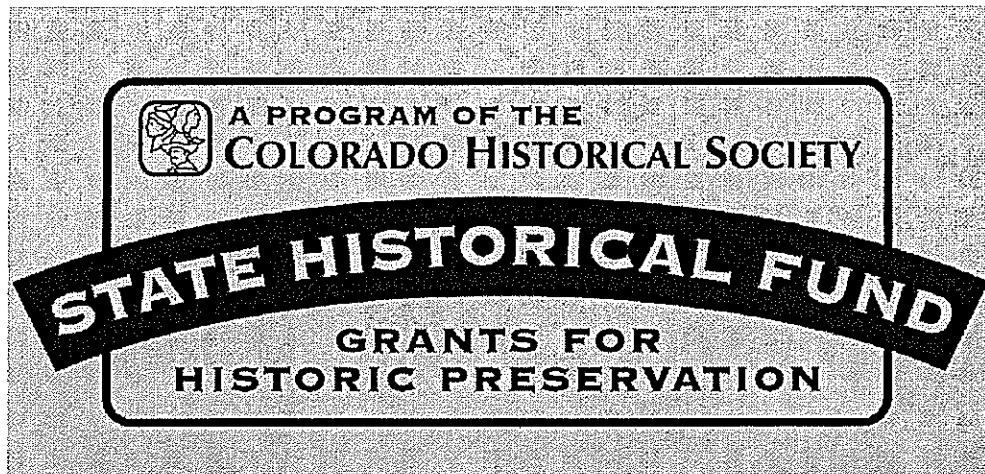
Grant Types

- ▶ General Grants - Are made for any of the listed project types with no defined dollar limit. Additional information concerning the selection process is available for grant requests for \$25,000 or less or grant requests greater than \$25,000.
- ▶ Archaeological Assessment Grants - Are made for the collection and evaluation of archaeological information for the purpose of creating a plan for preservation or additional work. Applications are accepted anytime during the year.
- ▶ Historic Structure Assessment Grants - Are made for the preparation of a Structure Assessment by an architect licensed in the state of Colorado; where the request is \$10,000 or less. Applications are accepted anytime during the year.
- ▶ Emergency Grants - Are made exclusively for interim stabilization of a historic property which has been damaged due to some unforeseeable event and typically do not exceed \$10,000. No cash match is required. Applications are accepted anytime during the year. If you think you might need an Emergency Grant contact Alyson McGee at 303.866.2809.

State Historical Fund Background

Grant Requirements

- ▶ Project Types
 - ▶ Grant Types
 - ▶ Application & Guidelines
 - ▶ Revolving Loan Fund
 - ▶ Workshops
 - ▶ Project Snapshots
 - ▶ Feature Articles
- Grants are made only to public and non-profit entities.
- Individuals and businesses must find a public entity or appropriate non-profit organization to apply for and administer the funds on their behalf.
- See Applications and Guidelines for the most up-to-date and detailed information regarding the SHF grant program.



GENERAL GRANT APPLICATION

Version 6-2004

The Colorado Historical Society
STATE HISTORICAL FUND
General Grant Application

The State Historical Fund (SHF) uses the Colorado Common Grant Application format. A complete application will consist of a cover letter, organization summary, no more than three pages of narrative, a scope of work, and a budget (there are also several optional attachments), bound with a staple (no notebooks or binders please). Please submit an **original and five copies** to the State Historical Fund offices at 225 E. 16th Ave., Suite 950, Denver, CO 80203. Applications must be postmarked on or before the deadline date, or hand-delivered by 4:00 p.m. on the deadline date. SHF Grant Program Guidelines, a step-by-step Application Handbook, and application assistance is available by calling 303-866-2825 or by visiting www.coloradohistory-oahp.org.

- A. **COVER LETTER.** This should be a one-page letter briefly introducing the project. If a waiver of the required 25% minimum cash match is requested, provide justification here.
- B. **SUMMARY OF APPLICANT ORGANIZATION** (use enclosed form). Provide basic information about the applicant organization. Grants can be made only to public entities and not-for-profit organizations. For more information, see the State Historical Fund Grant Program Guidelines.

The first signature line is mandatory for all projects, and must be signed by the Legally Authorized Representative of the applicant organization. The second signature line must be signed by the legal owner of the property. This is necessary only when the applicant is not the owner of the property that is the subject of the grant application.

- C. **NARRATIVE.** This section should not exceed three pages. Some applicants may choose to provide a running narrative, while others may provide a separate answer to each question.
1. Applicant Information. This section should include the following:
 - a. Description of the applicant organization, its mission statement, goals, and objectives
 - b. Description of the organization's history
 - c. Description of programs and accomplishments with particular attention to historic preservation projects
 2. Purpose of Grant. This section should provide general information about the property and project. More detailed information regarding the way in which the project will be carried out should be included in Attachment 1, Scope of Work. This section should include:
 - a. Description of the importance of the property or project
 - b. Goals and objectives for the grant project
 - c. Public benefit of the work proposed
 - d. Timetable for implementation
 - e. Other participating organizations if applicable
 - f. Long term sources/strategies for funding at the end of the grant period
 3. Evaluation. For Education and Survey and Planning projects, describe:
 - a. Expected results during the funding period
 - b. How success will be defined and measured
 - c. How the results of the project will be used or shared with others
- D. **ATTACHMENTS.** The first two Attachments on this list are required for all applications. All other Attachments are *highly* recommended but not mandatory. Include:
1. Scope of Work – in outline form
 2. Line Item Budget – must use the enclosed format
 3. Photographs – both overall and detail
 4. Letters of support
 5. List of names and qualifications of key staff and consultants – using *brief* descriptions
 6. Verification of local designation if the property is not listed on the National and/or State Register(s)
 7. Research design - if the project is an intensive archaeological excavation
 8. Copies of bids for the work described – useful for budget justification
 9. Relevant *excerpts* of a historic structure assessment, maps, or similar information
 10. Legal Description (for A/D projects) – expedites the contract negotiation process if the application is successful

GENERAL GRANT APPLICATION
ORGANIZATION SUMMARY

ORGANIZATION NAME: _____

ADDRESS: _____

EMPLOYER ID #: _____

CONTACT PERSON: _____

(Name)

(Title)

PHONE: Office _____ Fax _____ E-Mail _____

PROPERTY OWNER: _____

(if different than above) (Name)

ADDRESS: _____

PROJECT TYPE: Acquisition and Development Education Survey and Planning

NAME OF PROPERTY/PROJECT: _____

PROJECT LOCATION: _____

BRIEF DESCRIPTION OF REQUEST: _____

AMOUNT OF REQUEST:

Grant Request: _____ Cash Match: _____ Total: _____

Signature of Legally Authorized Representative

Date

Signature of Legal Owner

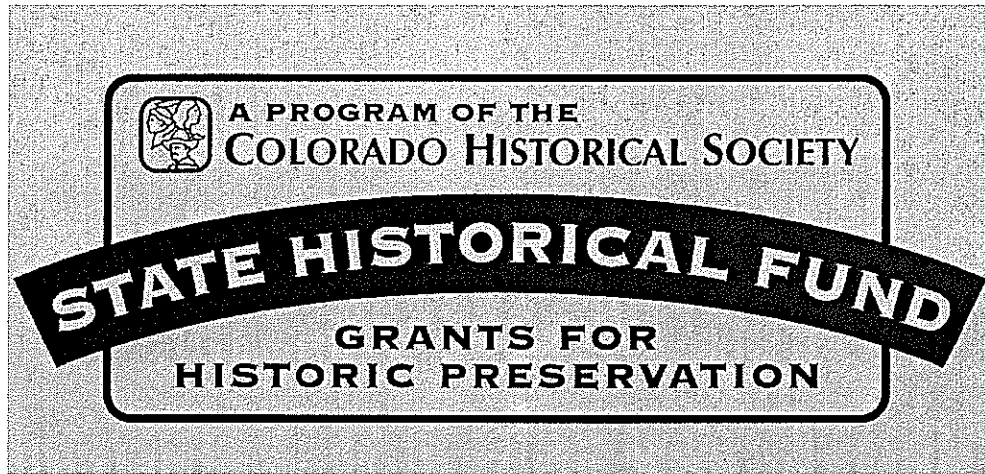
Date

Section
2

Application Resources

- The **State Historical Fund Application & Outreach** staff is available for application development assistance. Please contact the SHF at 303-866-2825 for information about SHF policies and procedures, or for review of draft applications.
- For general information about the State Historical Fund policies and procedures, please see the SHF Program Guidelines available at www.coloradohistory-oahp.org, or by calling 303-866-2825.
- For detailed, line-by-line guidance on writing an application, please see the SHF Application Handbook available at www.coloradohistory-oahp.org, or by calling 303-866-2825.

**Colorado Historical Society
State Historical Fund
225 E. 16th Avenue, Suite 950
Denver, Colorado 80203**



HISTORIC STRUCTURE ASSESSMENT GRANT APPLICATION

Version 1-2005

HOW TO COMPLETE THE STATE HISTORICAL FUND HISTORIC STRUCTURE ASSESSMENT GRANT APPLICATION

Historic Structure Assessment (HSA) grants are awarded for the sole purpose of preparing a report of the physical condition of a historic building or structure in accordance with a mandatory SHF assessment outline (ie. scope of work). The Historic Structure Assessment shall be prepared by, or under the direct guidance of, an architect licensed in the state of Colorado. This architect will be required to attend an on site initial consultation with a SHF Historic Preservation Specialist at the commencement of the contract with said architect.

A complete HSA application will consist of a cover letter, summary of applicant organization, two pages of narrative, a scope of work, a budget, and a few photographs. There are also several optional attachments, but these should be kept to a minimum. Please submit an original and one copy to the State Historical Fund offices at 225 E. 16th Ave., Suite 260, Denver, CO 80203. Applications are accepted at any time. Applicants should call the State Historical Fund offices at (303) 866-2825 for advice before completing this application.

For purposes of this application, the term "historic structure assessment" has been defined as an assessment of the condition of an entire historic building, site or structure. Such an assessment typically includes historical information about the property, examination of all structural components (e.g. foundation, framing, walls, and roofing), examination of building systems (e.g. mechanical, and electrical systems), interior and exterior finishes, and such additional issues as hazardous materials, access by the disabled, and building and zoning code compliance. An outline of suggested content under each item in the provided Scope of Work may be obtained by contacting the SHF office. The final product should prioritize the necessary work, and provide preliminary cost estimates. Illustrations are an important component of every study, and the work described should meet the requirements of the Secretary of the Interior's Standards.

In order to participate in this non-competitive program, your request may not exceed \$10,000. Larger amounts are available through the competitive process. Although a cash match is not required for these grants it is strongly encouraged. It is unlikely that grants for properties owned by private individuals or for-profit entities will be made in the absence of a substantial cash match (i.e. less than 50%). **SHF funds can not be used to cover indirect or grant administration costs.**

- A. **COVER LETTER.** This should be a one-page letter providing a brief introduction of your project.
- B. **SUMMARY OF APPLICANT ORGANIZATION.** Provide basic information about the applicant organization here. Remember that grants can be made only to public entities and not-for-profit organizations. If the property that is the subject of the assessment is privately-owned, call the SHF offices for advice.

The first signature line is mandatory for all projects, and must be signed by the Legally Authorized Representative of the applicant organization. The second signature line must be signed by the legal owner of the property. This is necessary only when the applicant is not the owner of the property that is the subject of the grant application.

- C. **NARRATIVE.** This information may be provided in any format. Some applicants may choose to provide a running narrative, while others may provide a separate answer to each individual question. This section should provide general information about your property and project. More detailed information regarding the way in which the project will be carried out is included in Attachment 1, Scope of Work.
- D. **ATTACHMENTS.** **The first three attachments on this list are required for all applications.** The enclosed Scope of Work (Attachment 1) will be used in your contract with the State of Colorado and should be read and signed before submitting your application. The Line Item Budget (Attachment 2) should either use the blank form provided, or use that form as a format and should be based on completing all items outlined in the enclosed Scope of Work. The list of names and qualifications of key staff including architect is needed to verify the project will be prepared by, or under the direct guidance of, an architect licensed in the state of Colorado. Since these three Attachments will become the basis for your grant award contract, variations from this format, or failure to provide the information, will cause delays in processing the application. All other Attachments are highly recommended, although not mandatory. Photographs (Attachment 4) are particularly useful in the review process.

STATE HISTORICAL FUND HISTORIC STRUCTURE ASSESSMENT GRANT APPLICATION

PLEASE DO NOT USE BINDERS OR NOTEBOOKS. ONE ORIGINAL AND ONE COPY OF THE APPLICATION ARE REQUIRED.

- A. COVER LETTER. A brief introduction to the project.
- B. SUMMARY OF APPLICANT ORGANIZATION (Use form on reverse)
- C. NARRATIVE (preferred length not to exceed two pages)
Include the following information in any order:
 - 1. Description of the importance of the property or project;
 - 2. Description of the goals and objectives for the purpose of the grant;
 - 3. Timetable for implementation;
 - 4. Long term sources/strategies for funding at end of grant period.
- D. ATTACHMENTS. Please attach the following:
 - 1. A signed copy of the enclosed Scope of Work (Required for all applications);
 - 2. Line item budget (Required for all applications. Use attached format);
 - 3. List of names and qualifications of project team, including an architect licensed in the state of Colorado (Required for all applications);
 - 4. Photographs;
 - 5. Copies of bids for the work described;
 - 6. Maps, site plans, or similar information.

HISTORIC STRUCTURE ASSESSMENT GRANT APPLICATION
ORGANIZATION SUMMARY

ORGANIZATION NAME: _____

ADDRESS: _____

EMPLOYER ID# _____

CONTACT PERSON: _____

(Name)

(Title)

PHONE: Office _____ Fax _____ E-Mail _____

PROPERTY OWNER: _____

(if different than above) (Name)

ADDRESS: _____

NAME OF PROPERTY/PROJECT: _____

PROJECT LOCATION: _____

BRIEF DESCRIPTION OF REQUEST: _____

AMOUNT OF REQUEST:

Grant Request: _____ Cash Match: _____ Total: _____

Signature of Legally Authorized Representative

Date

Signature of Legal Owner

Date

Grant Recipient:
Project Title:
Project # (assigned by SHF staff):

ATTACHMENT 1 Scope Of Work

The Purpose of this Project is to Conduct a Historic Structure Assessment, Including the Following Components:

- 1.0 Introduction
 - 1.1 Research Background/Participants
 - 1.2 Building Location/Site Plan or Vicinity Map
- 2.0 History and Use
 - 2.1 Architectural Significance and Construction History
 - 2.2 Existing Sketch Plan
 - 2.3 Proposed Use(s)
- 3.0 Structure Condition Assessment
 - 3.1 Site
 - Associated Landscape Features
 - Parking
 - Archeology
 - 3.2 Foundations
 - Foundation System
 - Perimeter Foundation Drainage
 - 3.3 Building Structural System
 - General Structural System Description
 - Floor and Ceiling Systems
 - Roof Framing System
 - 3.4 Building Envelope-Exterior Walls
 - Exterior Wall Construction
 - Exterior Finishes
 - Exterior Masonry
 - Exterior Appendages - Porch, Stoop, Portico, Etc.
 - 3.5 Building Envelope-Roofing and Waterproofing
 - Roofing Systems
 - Sheet Metal Flashing
 - Drainage System, Gutters, and Downspouts
 - 3.6 Windows and Doors
 - Doors
 - Windows
 - Hardware
 - Trim
 - Finishes
 - 3.7 Interior Finishes
 - Wall Finish Materials
 - Ceiling Finish Materials
 - Floor Finish Materials
 - 3.8 Mechanical Systems
 - Heating / Air Conditioning
 - Ventilation
 - Water Service, Plumbing and Sewer Utilities
 - Fire Suppression - Sprinklers

- 3.9 Electrical Systems
 - Electrical Service and Panels
 - Electrical Distribution System
 - Lighting
 - Fire Detection System
 - Security Alarm System
- 4.0 Analysis and Compliance
 - 4.1 Hazardous Materials
 - 4.2 Materials Analysis
 - 4.3 Zoning Code Compliance
 - 4.4 Building Code Compliance
 - 4.5 Accessibility Compliance
- 5.0 Preservation Plan
 - 5.1 Prioritized Work
 - 5.2 Phasing Plan
 - 5.3 Estimate of Probable Cost of Construction
- 6.0 Photographs and Illustrations
- 7.0 Bibliography
- 8.0 Appendices
 - Drawings, Misc.

I have read and understand that, if my grant application is accepted and funded, this will be the Scope of Work for my contract with the State of Colorado. My enclosed budget is based on this Scope of Work.

Authorized Signature for Grant Recipient

Date