



## **REGULAR MEETING AGENDA**

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LANDMARKS & HERITAGE ADVISORY BOARD  
THURSDAY, SEPTEMBER 25, 2014 AT 6:00 PM

*City Hall*  
*Third Floor Executive Conference Room*  
*6000 Main Street SW*

- 1. Call to Order**
- 2. Meeting Protocol**
  - a. Roll call
  - b. Acceptance/changes to agenda
  - c. Approval of minutes from July 24, 2014
  - d. Announcements
- 3. Public Communications**
- 4. New Business**
  - Revenue sources for historic preservation (discussion)
  - Lakewold Gardens National Historic Register application (discussion/approval)
- 5. Unfinished Business**
  - Placement of 4-2 SBCT Shield
- 6. Public Hearing**

(None)
- 7. Next Meeting**
  - November 20, 2014  
City Attorney, Heidi Wachter will be presenting OPMA Training to the Board
- 8. Adjournment**

**Members:** Please call Lisa Sanchez at 253-983-7753 by Wednesday if you are unable to attend. It is important to establish in advance whether or not there will be a quorum. Thank you.



## LANDMARKS & HERITAGE ADVISORY BOARD

July 24, 2014

Third Floor Executive Conference Room  
6000 Main Street SW  
Lakewood, WA 98498

### CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Vice Chair Stephanie Walsh

### MEETING PROTOCOL

#### Roll Call

Landmarks & Heritage Advisory Board Members Present: Vice Chair; Stephanie Walsh, Glen Spieth, Beth Campbell, Joan Cooley, Bill Harrison, Walter Neary, Bob Jones, Dennis Dixon

Council Liaison to LHAB Present: None

Staff Present: Dan Catron, Principal Planner; Lisa Sanchez, LHAB Secretary

**Changes to Agenda:** The LHAB agreed to research into other Washington historical boards resource materials to #5 of the agenda (Unfinished Business). Change was unanimously approved.

**Approval of Minutes:** The minutes of May 22, 2014, were unanimously approved. M/S/C Neary/Cooley

#### Announcements:

- **City's Visioning Website**
  - Mr. Catron announced that the Visioning Website is up and running, the link is on the City's website. He encouraged board members to take the community survey and inform the City through the website if you know of an organization that would like a presentation from the City's consultant/staff member as well spread the word to other Lakewood Citizens.
- **Historical Markers**
  - Mr. Spieth announced that historical markers were affixed on the Lakewood Ice Rink, dedicated by Mayor Don Anderson and Lakewood Gardens which is a dual marker, a designated historical property as well as being recognized with the Historical Society. He mentioned 2 other sites that are located for designation, but not complete which are the Boatman-Ainsworth on 112<sup>th</sup> Street and the Old Settler Cemetery on Washington Blvd. and is anticipated to be dedicated within the next couple of months. Two others that are mounted but not located are the Thornewood Castle and the Heath Farm at Fort Steilacoom. This totals twelve plaques that have been mounted to date with exclusion of four more in the near future, including the Little Red School House which is part of a later discussion in the meeting. He stated that there are potentially seventy or eighty sites that could be designated and marked, however purchasing the rocks are of major concern due to price, rock location and finding economically reasonable services to move and/or mount the rocks. The average is \$1,500 per marker. The Board expressed thanks to Mr. Spieth for his dedication and efforts in completing the markers.
  - Mr. Harrison suggested that the Board notify the state about the location of these historical markers to be placed on the map. Mr. Spieth expressed that these locations are currently on

the historical marker map and that it was difficult locating a point of contact for permission to place the markers on site. He stated that most of the markers for properties where a point of contact was difficult to contact are placed in the easement. Mr. Catron mentioned that if these markers are in the ROW that the City would need to be notified.

- **Lakewold Gardens National Historic Register Application**
  - Ms. Walsh announced that the Lakewold Gardens application for the National Historic Register was turned into the State on Monday, July 23, 2014. She explained that the next determination meeting forwards the application to the National Prep Service for designation is in late October. She stated that once the application has been approved for further review, it will be forwarded to the LHAB committee for approval. She informed the board of the importance of the next meeting in order to complete this application approval, but stated that she could not vote due to conflict of interest. The Board mentioned that there had not been a National Historic Register nomination for properties within the City of Lakewood since LHAB's inception.

**PUBLIC COMMUNICATIONS:** None

**NEW BUSINESS:**

- **LHAB Joint Meeting with City Council and**
  - Ms. Walsh reminded the Board of the joint meeting with City Council on September 8<sup>th</sup>. All members with the exception of Beth Campbell agreed to attend this meeting in support of the LHAB work plan presentation.
- **2014 Summary & Work Plan**
  - Ms. Walsh noted the 2014 Summary and Work Plan that Mr. Catron had drafted for discussion with the board in preparation of the presentation to the City Council.
  - Discussion ensued about the presentation, communicating the significance of LHAB to the community, expressing the LHAB vision with regard to importance of local historic preservation, funding markers, website presence and budget allocation (approximately \$2-3k) for a consultant to assist with designations.
  - Mr. Catron made note of opportunities to update the City's website as well as utilizing social media in order to create a stronger public outreach.
  - Additions to the Work Plan were addressed; they are to include historical map updates and the "Little Red Schoolhouse" revitalization.
  - The board divided the Work Plan talking points, Mr. Spieth would address the 2014 Summary, Ms. Walsh would address 2015 work plan and Mr. Neary would address the budget portion.
- **Historical Map**
  - Mr. Spieth addressed the City produced historical sites map and noting that it was not up to date. Mr. Catron mentioned that there are opportunities to update the map, Ms. Walsh concurred and added that such task could be noted on the work plan. The board made note that budget funds would be required for this update. It was discussed to keep an ongoing record of changes as to not leave off any sites from the map. Mr. Catron reiterated that having the City's website updated could present an opportunity to be able to order a historical marker map and/or DVD. It was also questioned if the map was available via .pdf for uploading and electronic mail purposes. Mr. Catron stated that he inquire if such a file exists.
- **Placement of 4-2 SBCT Shield (Donation)**

Currently the shield resides in the City Hall basement and is 6' wide by 8' tall. The board discussed an additional interpretive sign describing the shield would be necessary.

  - Locations within City Hall were researched by Staff; the City Council chambers seemed to be the most logical location if placed inside.
  - Outdoor Locations suggested were as follows:
    - In front of City Hall by the Memorial
    - Ft. Steilacoom Park
    - Ft. Lewis Army Museum

## UNFINISHED BUSINESS:

- ***Amphitheater in Ft. Steilacoom Park***
  - Mr. Catron addressed the status noting that the project is not closed and different locations within the park are currently being discussed and/or rescaling of the project is also a possibility. The Parks and Recreation department will make a presentation once a concrete solution has been proposed.
- ***Custer School “Little Red Schoolhouse”***
  - Ms. Walsh spoke with the Superintendent from Clover Park School District. Ms. Walsh mentioned that the conversation was positive, but the Superintendent was mostly concerned about safety with this aging building and the building being in the ROW for a new bus route. Mr. Catron noted that the school is on the National Register list, but not on our City’s historical register. He also mentioned that the City met with the facilities department heads of CPSD and their intention is to demo the school to create a bus lane/route. Mr. Neary suggested that a representative attend a school board meeting to make public comment on the school in recommendation of preserving this historical building. Mr. Neary suggested writing a letter to the School Board and Superintendent requesting audience with board members to discuss alternatives to demo. It was agreed by LHAB members that more information is needed and the topic was tabled to be revisited at a later meeting pending more information from Mr. Catron on the specific meeting with CPSD facilities and dates of future board meetings.
- ***Washington cities historical boards examples***

The board revisited an assignment established at a previous meeting for each board member to contact and/or research other cities in Washington websites with historical boards to locate resources materials used when developing brochures or educating citizens on designating properties and the tax incentives tied to such designations.

  - Ms. Campbell researched cities F-J and was impressed with the site for the City of Gig Harbor and forms located on their site to self-nominate a property and the tax incentives tied to this designation.
  - Mr. Neary researched cities P-T and shared written information on the City of Seattle site. He was impressed with the information in regards to economic development. He made note that we could use many cities as a go-by and create our own forms.
  - Mr. Spieth did not find much information on the sites he visited in WA, but did visit the site for Astoria, OR and was impressed with the information provided. He made special note of the City ordinance deeming a property designated by a National Register was automatically recognized on the local registry.
  - Ms. Walsh researched cities U-Z and brought to the table the Cities of Zilla, Yakima and Wenatchee. She stated that the City of Zilla site was based on their history of being a “Teapot City”. Next was the site for the City of Yakima and they had clear information as well as clear forms to designate a property. Lastly, the City of Wenatchee had a great site layout and had a great/informative brochure. She noted that the City of Wenatchee held a historic preservation workshop in 2013.

**Next Meeting:** September 25, 2014

**Meeting Adjourned:** 7:44 pm

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Stephanie Walsh, Vice Chair  
Landmarks & Heritage Advisory Board

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Lisa Sanchez, Secretary to the  
Landmarks & Heritage Advisory Board



## MEMO

Date: September 25, 2014

To: Landmarks and Heritage Advisory Board

From: Dan Catron, Principal Planner

RE: Funding for Historic Preservation/ LHAB Activities

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In response to the September 8, 2014, joint meeting with the City Council, staff has been assigned the task of preparing an analysis of potential LHAB funding sources for the City Manager and Council. Funding sources could include grant programs or, potentially, permit fees or surcharges assessed to permit applications.

Staff has initiated research (via the internet) regarding financial assistance programs. A list of potential grant programs compiled by the Washington State DAHP is attached. Most grant programs require applications that target a specific project or program. Staff would appreciate the Board's input on funding opportunities, and would like to discuss funding priorities, goals, strategies, and project ideas on which to focus grant applications. Project ideas could include specific "brick and mortar" capital projects to protect or rehabilitate existing historic structures, or public information, education, and involvement projects.

Projects for protection and/or rehabilitation could include properties and structures such as the Little Red Schoolhouse, the Morgue and Bakery at Western State Hospital, or the Old Settler's Cemetery. Public information, education, and involvement projects could include the purchase and placement of historic markers, further development of the City's website with regard to Lakewood's history; compilation, organization, and presentation of a photo collection; or development of an integrated arts program focusing on historical themes.

As an example of an integrated arts project, the City of Gig Harbor, in partnership with the Peninsula Art League, sponsored the 2014 Netshed Art Project, where artists focused on historic "net sheds" as subjects for art. The creation and development of art and images reflecting

historical themes is extremely important in raising public consciousness of an area's history and placing it in the context of contemporary life. A gallery featuring the artwork generated by the Netshed project is available on-line through the City of Gig Harbor website at <http://www.cityofgigharbor.net/page.php?id=1761>.

Successful pursuit of outside funding sources will require that the City identify, develop, and focus on specific projects and grant sources as an essential early step. The Board may wish to start thinking about finding ways to position itself in order to be competitive and successful in pursuing grant funding. Grant applications are bolstered by well-developed project ideas, securing matching funding, demonstrating community support, and establishing productive partnerships with other community organizations. Staff supports efforts to strengthen the relationships between the LHAB and other related community groups including the Lakewood Historical Society and the Lakewood Arts Commission.

Selection and development of specific project ideas should include an estimation of costs and prospects for receiving necessary financial support. Projects that do not cost a lot of money, but which are effective in communicating and show-casing the City's history in an interesting way should be preferred. Staff is hoping that the discussion prompted here, including the identification of potential Board projects, will help staff focus on the most appropriate and realistic funding sources, strategies and priorities.

## HISTORIC BUILDINGS

### Survey and Inventory

### Historic Register

### Plaques & Markers

### Financial Assistance

- Grants
- Easements
- Loans
- Special Valuation
- Tax Credits

### Compliance - Historic Buildings



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## GRANTS

### Heritage Capital Projects Fund

This fund specifically supports heritage organizations that undertake capital projects with the goal of interpreting and preserving Washington's history and heritage. Non-profit organizations, tribes, and local government agencies may apply. The program is run through the Washington State Historical Society. Projects need to provide heritage preservation and/or interpretation. Each HCPF grant dollar must be matched with \$2, half of which may be in-kind.

#### Heritage Capital Projects Fund

Janet Rogerson  
 Heritage Capital Projects Manager  
 Washington State Historical Society  
 1911 Pacific Avenue  
 Tacoma, WA 98402  
 253-798-5909

[janet.rogerson@wshs.wa.gov](mailto:janet.rogerson@wshs.wa.gov)

### Valerie Sivinski Washington Preserves Fund

The Valerie Sivinski Washington Preserves Fund is a bi-annual grant program with the Washington Trust for Historic Preservation that provides up to \$2,000 to organizations involved in historic preservation around our state. The goal of the fund is to provide small yet meaningful amounts of money to help promote historic preservation where it really happens - at the community level.

Examples of eligible projects include purchasing materials or services for brick and mortar projects to preserve a property or producing publications that promote historic preservation of a specific resource. Highest priority will be given to projects that are urgent in nature, contribute significantly to the development of community preservation organizations, and/or are listed on our Most Endangered Historic Properties lists. For further information contact:

#### Valerie Sivinski Washington Preserves Fund

1204 Minor Avenue  
 Seattle, WA 98101  
 Phone: (206) 624-9449  
 Fax: (206) 624-2410  
 E-mail Address: <mailto:emoore@preservewa.org>

### Building for the Arts

Building for the Arts was created by the Legislature in 1991 to award grants to 501(c)(3) nonprofit performing arts, art museum, and cultural organizations. The program awards grants to performing arts, art museum, and cultural organizations for up to 20 percent of eligible capital costs for acquisition, construction, and/or major renovation of capital facilities.

Beth Prihoda  
[beth.prihoda@commerce.wa.gov](mailto:beth.prihoda@commerce.wa.gov)  
 360-725-5001

### Historic County Courthouse Rehabilitation Grants

Historic County Courthouse Rehabilitation Grant Program is administered by the state

Department of Archaeology & Historic Preservation (DAHP) in conjunction with the Washington Trust for Historic Preservation. In consultation with a Steering Committee, DAHP and the WA Trust have outlined a timeline and process to review, award, and monitor courthouse grant projects. Competition for funding is expected to be intense. Therefore, the following criteria have been identified to aid the Steering Committee and DAHP in making grant awards:

- Courthouses listed in the National Register of Historic Places or Washington Heritage Register, or determined eligible for listing in either register.
- Financial need of applicant.
- Projects that assist in providing structural and life safety, including improvements to courthouse accessibility.
- Public visibility of work that addresses the historic character defining features of a courthouse.
- Degree of urgency and extent to which inaction would lead to loss of historic fabric and character defining features.
- Projects that have match in-hand at time of application or grant award.
- Projects for which plans are already developed and have demonstrated meeting the Secretary of the Interior's Standards for Rehabilitation.
- A clearly defined scope of work that includes reasonable cost estimates and completion schedules for each work element.
- Demonstration of a maintenance plan to provide proper stewardship for rehabilitated courthouses in general and historic character-defining features in particular.
- Percentage of requested state funding applicant intends to match with funding from other allowable sources.

Applications for the 2015-17 eighth grant round of the Historic County Courthouse Rehabilitation Grant Program are being accepted. The deadline to apply is **June 30, 2014**. Please direct your inquiries to Chris Moore of the *Washington Trust for Historic Preservation* at 206-624-9449, or via email at [cmoore@preservewa](mailto:cmoore@preservewa).

## Heritage Barn Rehabilitation Grants

Heritage Barn Rehabilitation Grant Program is administered by the state Department of Archaeology & Historic Preservation (DAHP) in conjunction with the Washington Trust for Historic Preservation. The grant are part of the state's Heritage Barn Preservation Initiative established in 2007 and is designed to stabilize and preserve designated Heritage Barns across the state. Since the program's inception, Heritage Barn Grant funding has provided assistance to over 50 Heritage Barns throughout Washington.

Currently, all funding has been allocated. Please direct your inquiries to Chris Moore of the Washington Trust for Historic Preservation at 206-624-9449, or via email at [cmoore@preservewa](mailto:cmoore@preservewa).

## Building Communities Fund

Capital facilities grants for community-based, nonresidential community and social service projects. The Building Communities Fund Program awards state grants to nonprofit, community-based organizations to defray up to 25 percent or more of eligible capital costs to acquire, construct, or rehabilitate nonresidential community and social service centers. There is no minimum or maximum grant award amount.

Kathy Chance  
[kathy.chance@commerce.wa.gov](mailto:kathy.chance@commerce.wa.gov)  
360-725-3076

## Restore America Grants

Restore America: A Salute to Preservation is a partnership between the National Trust for Historic Preservation and Home & Garden Television (HGTV). Since 2003, Restore America has provided 24 grants to National Trust Save America's Treasures sites across America that highlight the work of preservation at landmark properties. HGTV has told the story of these sites through on-air and on-line content.

In 2005 Restore America: A Salute to Preservation will focus on the revitalization of places where people live, through grants for residential projects. Nonprofit organizations and public agencies are invited to apply for grants. Approximately 6 to 12 grants will be awarded for

projects such as rehabilitation of single family residences or adaptive use of historic buildings for housing, creation of upper-floor apartments in Main Street communities, or restoration of Save America's Treasures sites that continue to have a residential use. Grant applications must be postmarked by November 30, 2004.

National Trust for Historic Preservation

Attn: Restore America Grants

1785 Massachusetts Avenue, N.W.  
Washington, D.C. 20036

### **Accent on Architecture Grants Program**

The American Architectural Foundation's Accent on Architecture Community Grants program is open to AIA components. Their affiliated 501(c)(3) organizations are also eligible to apply. Proposed projects must be specifically aimed at increasing awareness, appreciation, and understanding of architecture and design among K-12 students.

In past years, successful grant recipients have enlisted design professionals, educators, community leaders, government officials, business leaders, and others to educate the public about the power of architecture to improve lives and transform communities. In addition to enhancing the visibility and public understanding of architecture, this program aims to strengthen long-term relationships between communities and local design groups.

American Architecture Foundation

1799 New York Ave NW  
Washington, DC 20006

### **Hart Family Fund for Small Towns**

The purpose of the Hart Family Fund for Small Towns is to assist small town preservation and revitalization initiatives around the country, with a focus on towns with populations of 5,000 or less.

The Fund will operate within the framework of Preservation Services Fund grants - same application, same eligibility requirements, same match requirements, same deadlines. There will be just two important differences:

- Grants will range from \$5,000 to \$10,000.
- Regional offices will be asked to forward the grant applications they recommend for consideration by the Hart Family to the PSF Grants Coordinator within a month of the round deadline, along with comments that do not exceed one-page. These applications will be forwarded to Bill Hart and his daughters, Hawthorne and Halliday, who will serve as the grant selection committee, along with two representatives of the Trust. The Trust makes final decisions.

The fund agreement specifies that a minimum of \$10,000 will be available each year. For further information contact the:

National Trust for Historic Preservation

Western Regional Office

5 Third Street, Suite 707  
San Francisco, CA 94103  
Ph: (415) 947-0692  
Fax: (415) 956-0837  
e-mail: [wro@nthp.org](mailto:wro@nthp.org)

### **The Questers**

The Questers is an international membership organization that funds the preservation and restoration of artifacts, existing memorials, historic buildings, landmarks, and educational purposes. Must be a member of the organization to apply. The purpose of the grant program is to encourage preservation and restoration at the local level by chapters. Grants are awarded for the preservation and restoration of existing historic buildings, museums or landmarks and appropriate antique objects or artifacts for those structures.

International Preservation & Restoration Grants Program

210 South Quince St.  
Philadelphia, PA 19107-5534

## **The Getty Architectural Conservation Grants**

Architectural Conservation Grants support organizations throughout the world in their efforts to preserve buildings, sites, and designed landscapes of outstanding architectural, historical, and cultural significance. Planning Grants assist in the initial development of an overall conservation plan. Support is also available on a selective basis for the development of archaeological site management plans. Implementation Grants assist in the actual conservation of a building's historic structure and fabric.

### Attn: Architectural Conservation Grants

The Getty Foundation  
1200 Getty Center Drive, Suite 800  
Los Angeles, CA 90049-1685  
U.S.A.  
Phone: 310.440.7320  
Fax (inquiries only): 310.440.7703

## **Community Development Block Grant Program**

Community Development Block Grant (CDBG) Grants are made available annually through a competitive application process to assist Washington State small cities, towns and counties in carrying out significant community and economic development projects that principally benefit low- and moderate-income persons.

The Washington State CDBG Program is funded by the U.S. Department of Housing and Urban Development (HUD). The purpose of the state CDBG Program is to improve and maintain the economic and physical environment of eligible, non-entitlement cities and counties in order to enhance the quality of life for low- and moderate-income residents and, as a result, benefit the entire community. For further information contact:

### Community Block Development Program

WA State Department of Commerce  
PO Box 42525  
128th 10th Ave SW  
Olympia, WA 98504  
360-725-3019

## **Preservation Services Fund - Eldridge Campbell Stockton Memorial Preserves Fund**

The Preservation Services Fund provides nonprofit organizations and public agencies matching grants from \$500 to \$5,000 (typically from \$1,000 to \$1,500) for preservation planning and education efforts. Funds may be used to obtain professional expertise in areas such as architecture, archeology, engineering, preservation planning, land-use planning, fund raising, organizational development and law as well as preservation education activities to educate the public. The Eldridge Campbell Stockton Memorial Preservation Fund was established in 1993 specifically for projects in the State of Washington. For further information contact:

### National Trust for Historic Preservation

#### Western Regional Office

5 Third Street, Suite 707  
San Francisco, CA 94103  
Ph: (415) 947-0692  
Fax: (415) 956-0837  
e-mail: [wro@nthp.org](mailto:wro@nthp.org)

## **Hampton Inn - Save a Landmark Program**

In April 2000, we launched "Hampton Save-A-Landmark," a community-outreach campaign dedicated to refurbishing historical, fun and cultural landmarks along our highways. The program has provided thousands of hours and more than \$2 million dollars toward the research and preservation of roadside landmarks for future generations. And in 2006, the Save-A-Landmark program was honored with the 2006 *Preserve America* Presidential Award—the first hotel chain ever recognized by the U.S. president for its preservation efforts.

### Save a Landmak Program

## **Paul G. Allen Family Foundation**

Giving primarily in the Pacific Northwest, including AK, ID, MT, OR and WA. No support for sectarian or religious organizations whose principle activity is for the benefit of their own members or adherents, or for organizations whose policies or practices discriminate on the basis of ethnic, origin, gender, race, religion, or sexual orientation. No grants to individuals or for general operating support, annual appeals, federated campaigns, general fund drives, scholarships, special events or sponsorships, or for projects not aligned with the foundation's specified program areas; no loans.

The Paul G. Allen Family Foundation

Address and Contact Information

505 5th Ave. S, Ste. 900

Seattle, WA 98104-3821

Telephone: (206) 342-2030

Contact: Lisa Arnold, Grants Mgr.

Additional info: FAX: (206) 342-3030

E-mail: [info@pgafamilyfoundation.org](mailto:info@pgafamilyfoundation.org)

## Norcliffe Foundation

The Norcliffe Foundation is a private nonprofit family foundation established in 1952 by Paul Pigott for the purpose of improving the quality of life of all people in the community by the application of financial and human resources. Succeeding generations of the family have continued to support The Foundation in this tradition. Grants are given to nonprofit organizations with tax exempt status under Section 501(c)3 of the Internal Revenue Code that are located in the Puget Sound Region. Areas of Support include education, health, social services, civic improvement, religion, culture and the arts, the environment, historic preservation, and youth programs. No grants are given to individuals or to organizations to finance debts.

The Norcliffe Foundation

999 3rd Ave., Ste. 1006

Seattle, WA 98104-4001

Telephone: (206) 682-4820

Contact: Lisa Aderson, Pres.

## Bullitt Foundation

Giving in the Pacific Northwest including AK, OR, WA, and British Columbia; giving also in ID and MT. No support for political organizations. No grants to individuals (except for fellowships), or for capital campaigns, equipment, building construction, or land acquisition.

The Bullitt Foundation

1212 Minor Ave.

Seattle, WA 98101-2825

Telephone: (206) 343-0807

Contact: Denis Hayes, Pres.

## 1772 Foundation

The 1772 Foundation was established to help 501 (c) 3 organizations preserve and enhance American historical entities for future generations to enjoy with particular interest in farming, industrial development, transportation and unusual historical buildings. Grants are typically between \$15,000 and \$50,000. Projects funded in Washington include the Stimson-Green Mansion, the Northwest Railway Museum, the Steamer Virginia V Foundation and the Pike Place Market Foundation. For further information contact:

1772 Foundation

e-mail: [inquiries@1772Foundation.org](mailto:inquiries@1772Foundation.org)

## Modernism + Recent Past Program

The Modernism + Recent Past Program offers grants of up to \$7,000 to support efforts aimed at the preservation of historic places associated with the Modern design movement or dating from the recent past. Applicants may be 501(c)3 organizations, government entities, university-affiliated or independent scholars. Activities eligible for funding include historic preservation planning, research, education, outreach, survey and designation efforts and capital improvements to historic resources. For further information contact:

National Trust for Historic Preservation - Trust Modern

CO: Christine Madrid French  
e-mail: [trustmodern@NTHP.org](mailto:trustmodern@NTHP.org)

### **Lowe's Charitable and Education Foundation**

Founded in 1957, the Lowe's Charitable and Educational Foundation (LCEF) has a long and proud history of contributing to grassroots community projects. LCEF awards more than \$4.5 million annually to diverse organizations and schools across the United States where Lowe's operates stores and distribution centers. The Foundation's primary philanthropic focus areas include K-12 public schools and non-profit community-based organizations. For further information contact:

[Lowe's Charitable and Education Foundation](#)

### **Tourism Cares - Worldwide Grant Program**

Tourism Cares' Worldwide Grant Program distributes charitable grants to worthy tourism-related non-profit organizations worldwide for capital improvements or educational programs as outlined below. The 2008 Worldwide Grant Program goals for grantmaking call for a balanced distribution to U.S. and non-U.S. recipients. Typical grants are \$10,000; However, based on availability of funds, grants up to \$100,000 will be considered.

Tourism Cares  
275 Turnpike St.  
Suite 307 Canton, MA 02021  
Tel: 781-821-5990 Fax: 781-821-8949  
Email: [info@tourismcares.org](mailto:info@tourismcares.org)

### **Transportation Enhancements Program**

This site is designed to be a source of information during the reauthorization of the Transportation Equity Act for the 21st Century (TEA-21), which expired on September 30, 2003. TEA-21 was enacted on June 9, 1998, P.L. 105-178, and authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 6-year period from 1998-2003.

For further information contact:  
[The US Department of Transportation SAFTEA Program](#)

### **USDA Rural Development**

The Housing Preservation Grant (HPG) program provides grants to sponsoring organizations for the repair or rehabilitation of low- and very low-income housing. The grants are competitive and are made available in areas where there is a concentration of need. For further information contact:

[USDA Rural Development Housing Preservation Grant Program](#)

### **Kinsman Foundation**

Historic preservation is the principal funding area since the being of the Kinsman Foundation. The Foundation is a private foundation built on the philanthropy of John and Elizabeth T. Kinsman of Milwaukie, Oregon. In 2006 they identified our primary interest in this area as architectural preservation — the preservation, rehabilitation, restoration and reconstruction of historic buildings, structures and related sites. Most of the projects they fund involve buildings that are listed in the National Register of Historic Places, either individually or as a contributing resource in an historic district. The foundation continues to consider grants for other historic preservation activities as a secondary interest. For 2011, Historic Preservation grants are budgeted for approximately one-quarter of our total grants, about \$275,000.

For further information see:  
[Kinsman Foundation](#)  
3727 SE Spaulding Avenue  
Milwaukie, Oregon 97267-3938

Telephone 503-654-1668  
Fax 503-654-1759  
Email: [grants@kinsmanfoundation.org](mailto:grants@kinsmanfoundation.org)

**Department of Archaeology & Historic Preservation**

*Telephone (360) 586-3065*  
*Fax (360) 586-3067*

1063 South Capitol Way, Suite 106  
Olympia, WA 98501

*Mailing Address*  
PO Box 48343  
Olympia, WA 98504-8343

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**Sitemap**

**PROGRAMS**

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## Grants & Funding Sources



Welcome to the grant and fundraising guide for historic and cultural resource preservation. With so many resources available, our goal is to bring these great financial resources together in one place for the benefit of the preservation community.

Unfortunately, most funding and grant programs are available for not-for-profit organizations only. However, we have identified resources available to those seeking funding for projects related to their primary residence.

Below you will find resources and programs offered by government agencies and not-for-profit organizations:

- [State Historic Preservation Office](#)
- [National Park Service](#)
- [National Trust for Historic Preservation](#)
- [Other Federally-Funded Resources](#)
- [Privately-Funded Grants, Scholarships & Fellowships](#)
- [Funding Sources for Those Restoring Primary Residence](#)
- [General Resources for Grant & Fundraising Seekers](#)

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### **STATE HISTORIC PRESERVATION OFFICE (SHPO):**

The State Historic Preservation Office (SHPO) administers programs and services specific to their particular State including the National Register of Historic Places programs (administered through each SHPO), as well as, but not limited to, tax incentives, easements, grants, technical assistance, Section 106 review, and education programs. *Rule of Thumb: Make the SHPO your first stop for most historic preservation and restoration inquiries.*

We maintain a directory of SHPO's in the United States - [for a full list, please click here.](#)

The National Trust for Historic Preservation has prepared a **state-by-state list of tax incentives**, available as a downloadable pdf. [To download, please click here.](#)

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### **NATIONAL PARK SERVICE - Historic Preservation Grants Division:**

#### **1) Federal Tax Credit Program**

([www.nps.gov/tps/tax-incentives.htm](http://www.nps.gov/tps/tax-incentives.htm))

The Federal Historic Preservation Tax Incentives program encourages private sector rehabilitation of historic buildings and is one of the nation's most successful and cost-effective



community revitalization programs. It generates jobs and creates moderate and low-income housing in historic buildings.



The program is administered by National Park Service and the Internal Revenue Service in partnership with State Historic Preservation Offices.

Publications for more information about the Federal Tax Credit Program:

- [Federal Tax Incentives for Rehabilitating Historic Buildings, Annual Report](#)
- [Incentives! Guide to Federal Historic Preservation Tax Incentives Program for Income-Producing Properties](#)

### Frequently Asked Questions about the Federal Tax Credit Program:

- **Q: What is the 20% tax credit for rehabilitating historic buildings?**
- **A:** One of the federal government's most successful and cost-effective community revitalization programs, the Preservation Tax Incentives reward private investment in rehabilitating historic properties such as offices, rental housing, and retail stores. Abandoned or under-used schools, warehouses, factories, churches, retail stores, apartments, hotels, houses, and offices in many cities have been restored to life in a manner that retains their historic character. The Preservation Tax Incentives have also helped to create moderate and low-income housing in historic buildings. (source: [www.nps.gov/TPS/tax-incentives/incentives/essentials\\_1.htm](http://www.nps.gov/TPS/tax-incentives/incentives/essentials_1.htm))
  
- **Q: Can the 20% federal tax credit be used to rehabilitate an owner's private residence?**
- **A: No.** The 20% credit is available only to properties rehabilitated for income-producing purposes, including commercial, industrial, agricultural, rental residential or apartment use. The credit cannot be used to rehabilitate your personal residence in which you live. However, if a portion of a personal residence is used for business, such as an office or a rental apartment, in some instances the amount of rehabilitation costs spent on that portion of the residence may be eligible for the credit. (source: [www.nps.gov/TPS/tax-incentives/incentives/essentials\\_2.htm](http://www.nps.gov/TPS/tax-incentives/incentives/essentials_2.htm))
  
- **Q: To qualify for the 20% tax credit, does a building have to be individually listed in the National Register of Historic Places or included in a National Register historic district?**
- **A:** In general, yes. However, buildings that have been determined eligible by the State Historic Preservation Office for individual listing in the National Register or that may be included in a local certified historic district or in a historic district that is potentially eligible for listing in the National Register may also qualify for the credit. (source: [www.nps.gov/TPS/tax-incentives/incentives/essentials\\_3.htm](http://www.nps.gov/TPS/tax-incentives/incentives/essentials_3.htm))

For more information about the Federal Historic Preservation Tax Incentives program, [please click here](#).

## 2) Historic Preservation Grants

([www.nps.gov/history/hpg](http://www.nps.gov/history/hpg))

Since 1968, the National Park Service has provided funding for a variety of grant programs aimed at protecting our Nation's most significant historic and cultural sites and our diverse cultural heritage. More than one billion dollars has been awarded to Federal, State, and local governments, Native American Tribes, nonprofit organizations and educational institutions for preservation projects in all 50 states and the U.S. Territories.



The Historic Preservation Grants Division is responsible for the administration of the National Park Service's preservation grant programs:

- [Historic Preservation Grants for States](#)

- [American Battlefield Protection Program](#)
- [Hurricane Disaster Relief Grants](#)
- [Japanese American Confinement Sites grant program](#)
- [National Center for Preservation Technology and Training grants program](#)
- [Native American Graves Protection and Repatriation Act Program grants](#)
- [Preserve America grant program](#)
- [Save America's Treasures grant program](#)
- [Tribal Heritage Grants](#)

### **3) Historic Preservation Easements**

([www.nps.gov/tps/tax-incentives/taxdocs/easements-historic-properties.pdf](http://www.nps.gov/tps/tax-incentives/taxdocs/easements-historic-properties.pdf))

A preservation easement is a voluntary legal agreement that protects a significant historic, archaeological, or cultural resource. An easement provides assurance to the owner of a historic or cultural property that the property's intrinsic values will be preserved through subsequent ownership. In addition, the owner may obtain substantial tax benefits.



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### **NATIONAL TRUST FOR HISTORIC PRESERVATION**

In addition to the funding and grant programs listed below, the National Trust for Historic Preservation maintains a funding-centric blog "**Show Me The Money: Federal Grant Opportunities**" at <http://nthpgrants.blogspot.com>

Also, be sure to check out the comprehensive funding section of the NTHP website - [www.preservationnation.org/resources/find-funding](http://www.preservationnation.org/resources/find-funding)

National Trust Preservation Funds - includes funds that provide two types of assistance to nonprofit organizations and public agencies: 1) matching grants from \$500 to \$5,000 for preservation planning and educational efforts, and (2) intervention funds for preservation emergencies.

Johanna Favrot Fund for Historic Preservation - provides nonprofit organizations and public agencies grants ranging from \$2,500 to \$10,000 for projects that contribute to the preservation or the recapture of an authentic sense of place.

Cynthia Woods Mitchell Fund for Historic Interiors - provides nonprofit organizations and public agencies grants ranging from \$2,500 to \$10,000 to assist in the preservation, restoration, and interpretation of historic interiors.

Peter H. Brink Leadership Fund - helps to build the capacity of existing preservation organizations and encourages collaboration among these organizations by providing grants for mentoring and other peer-to-peer and direct organizational development and learning opportunities.

### **Scholarship Assistance from the National Trust for Historic Preservation:**

- [Diversity Scholarship Program \(DSP\)](#) - has provided financial assistance to more than 1,100 individuals from diverse racial, ethnic, economic and cultural backgrounds. The goal of the Diversity Scholarship Program is to increase the diversity of participants at the annual National Preservation Conference and in the preservation movement.
  - [Preservation Leadership Training](#) - limited number of scholarships are available to ensure the cultural diversity of Preservation Leadership Training participants and will be applied to housing and/or meal fees.
  - [Alumni Scholarship Fund](#) - Preservation Leadership Training participants who are not eligible for cultural diversity scholarships may qualify for support from the Alumni Scholarship Fund.
  - [Mildred Colodny Scholarship for Graduate Study in Historic Preservation](#) - provides financial assistance (a tuition award and a paid internship) and experiential learning opportunities to individuals preparing for careers in historic preservation. The purpose of the Colodny Scholarship is to increase the diversity of people pursuing degrees and careers in historic preservation in the United States.
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## **OTHER FEDERALLY-FUNDED SOURCES OF FUNDING & GRANTS FOR HISTORIC PRESERVATION PROJECTS**

**Advisory Council on Historic Preservation Sources of Financial Assistance for Historic Preservation Projects** - ACHP has established this clearinghouse of information to assist the preservation community and the general public in exploring the range of preservation funding options.

### **Institute of Museum and Library Services:**

- [Conservative Assessment Program](#)
- [Grants to State Library Administrative Agencies](#)
- [Laura Bush 21st Century Librarian Program](#)
- [Museum Assessment Program](#)
- [Museum Grants for African American History and Culture](#)
- [Museums for America](#)
- [National Arts and Humanities Youth Program Awards](#)
- [National Leadership Grants for Libraries](#)
- [National Leadership Grants for Museums](#)
- [National Medal for Museum and Library Service](#)
- [Native American Library Services: Basic Grants](#)
- [Native American Library Services: Enhancement Grants](#)
- [Native American / Native Hawaiian Museum Services Program](#)
- [Native Hawaiian Library Services](#)
- [Sparks! Ignition Grants for Libraries](#)

### **National Endowment for the Arts:**

- [Grants for Arts Projects - Art Works: Design](#) - According to National Endowment for the Arts guidelines, historic preservation organizations that focus on architecture, landscape architecture, or designed objects should apply for funding under this program.

### **National Endowment for the Humanities:**

- [America's Historical and Cultural Organizations: Planning Grants and Implementation Grants](#) - Interpretation of historic places or areas is among the activities funded by these grants.
- [Challenge Grants](#) - Challenge grants help institutions and organizations secure long-term support for, and improvements in, their humanities programs and resources.

- Collaborative Research Grants (Humanities) - These grants support original research in the humanities.
- Preservation Grants for Smaller Institutions - These grants fund the preservation and conservation of collections.
- We the People: Interpreting America's Historic Places Grants - Interpreting America's Historic Places projects may interpret a single historic site or house, a series of sites, an entire neighborhood, a town or community, or a larger geographical region.

### **Transportation Alternatives (TA) Funds:**

Communities across America have access to Transportation Alternatives (TA) funds from the federal government to expand travel choice, strengthen the local economy, improve the quality of life, and protect the environment. The Transportation Alternatives program was established by Congress in 2012, and is funded through a proportional set-aside of the core Federal-aid Highway Program.

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### **PRIVATELY-FUNDED GRANTS, SCHOLARSHIPS & FELLOWSHIPS**

- American Express® Partners in Preservation grant program - aims to increase public awareness of the importance of historic and environmental conservation, preserve global historic and cultural landmarks, educate visitors on sustainable tourism and strengthen local communities through preservation efforts.
- Andrew W. Mellon Foundation - makes grants in six core program areas: Higher Education and Scholarship; Scholarly Communications; Research in Information Technology; Museums and Art Conservation; Performing Arts; Conservation and the Environment.
- Charles E. Peterson Fellowship - In a joint program with the Athenaeum of Philadelphia, the Society of Architectural Historians is pleased to offer an annual fellowship that will support the participation of a graduate student in the research and writing for a volume in the Buildings of the United States (BUS) series.
- E. Geoffrey and Elizabeth Thayer Verney Fellowship - In an effort to enhance the public's knowledge and understanding of the heritage of Nantucket, Massachusetts, the Nantucket Historical Association offers an annual fellowship, the E. Geoffrey and Elizabeth Thayer Verney Fellowship.
- Foundation of the American Institute for Conservation (FAIC) - offers several grants and scholarships to individuals and organizations to promote professional development, outreach to the public, and publications.
- Getty Foundation grants - through strategic grants and programs, the Foundation supports projects in Los Angeles and throughout the world that advance the understanding and preservation of the visual arts.
- Graham Foundation for Advanced Studies in the Fine Arts - project-based grants to individuals and organizations and produces public programs to foster the development and exchange of diverse and challenging ideas about architecture and its role in the arts, culture, and society.
- HABS-SAH Sally Kress Tompkins Fellowship - the Sally Kress Tompkins Fellowship, a joint program of the Society of Architectural Historians (SAH) and the National Park Service's Historic American Buildings Survey (HABS), permits an architectural historian to work on a 12-week HABS project during the summer.
- John Coolidge Educational Fund Fellowships - The New England Chapter, Society of Architectural Historians invites applications for student fellowships supported by the chapter's John Coolidge

Educational Fund. Fellowships will be awarded to a graduate student at a New England college or university:

- [The John Coolidge Research Fellowship](#)
- [The Robert Rettig Student Annual Meeting Fellowship](#)
- [The Kinsman Foundation](#) - at its beginning in 1983, The Kinsman Foundation chose 4 granting areas to pursue. Historic Preservation, originally characterized Historic Preservation and Restoration, continues as a primary interest. In 2006 we recognized that architectural preservation was effectively a focus in this area.
- [National Historical Publications and Records Commission \(NHPRC\)](#) -NHPRC is the grant making affiliate of the National Archives and Records Administration (NARA). It "supports a wide range of activities to preserve, publish, and encourage the use of documentary sources relating to the history of the United States."
- [Nebraska State Historical Society Research Grants](#) - awards up to three research grants of \$1,000 each to support the work of scholars pursuing original research and interpretive writing on some aspect of history or archeology of Nebraska or the Great Plains.
- [Presidential Library Grants](#) - several private foundations associated with our Presidential Libraries provide grants-in-aid to assist researchers studying Presidential Library holdings.
- [Society of Architectural Historians' Study Tour Fellowships](#) - SAH Study Tour Fellowships are open to current PhD students and emerging professionals (within five years of having received a terminal degree).

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## **FUNDING SOURCES FOR THOSE RESTORING PRIMARY RESIDENCE**

One of our most commonly asked questions concerns funding sources for those seeking to restore their primary residence. Unfortunately, the majority of grants and funding sources are only available for non-profit organizations and/or for income-producing properties (ie. apartment buildings, commercial buildings). There are, however, some resources available for primary resident projects:

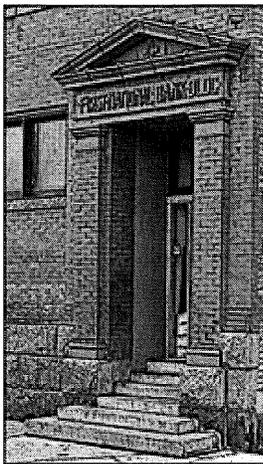
- **Contact your SHPO, local CLG (certified local government commission, landmarks board, etc) and/or your local historical society(s).** There may be tax incentives and other assistance available at the local, state or federal level. We maintain a directory of such organizations - [please click here to do a search for your state.](#)
- **Department of Housing and Urban Development (HUD):**
  - [Department of Housing and Urban Development's Federal Housing Administration \(FHA\)](#) - flexible loan program that helps developers, investors, and families at all income levels to buy and restore properties in urban and rural historic districts.
  - [HUD's Neighborhood Stabilization Grants \(NSP\)](#) - established for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. Through the purchase and redevelopment of foreclosed and abandoned homes and residential properties, the goal of the program is being realized.
- [Department of Agriculture's Rural Housing Service](#) - offers funds for the acquisition, construction, repair or rehabilitation of homes and apartment-style housing for low and moderate-income residents in rural areas.
- [Preservation Easement Tax Incentives](#) (PDF Document) - A preservation easement is a voluntary legal agreement that protects a significant historic, archaeological, or cultural resource. An easement

provides assurance to the owner of a historic or cultural property that the property's intrinsic values will be preserved through subsequent ownership. In addition, the owner may obtain substantial tax benefits.

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### **GENERAL RESOURCES FOR GRANT & FUNDRAISING SEEKERS**

- [Catalog of Federal Domestic Assistance](#) - Catalog of Federal Domestic Assistance (CFDA) provides a full listing of all Federal programs available to State and local governments (including the District of Columbia); federally-recognized Indian tribal governments; Territories (and possessions) of the United States; domestic public, quasi- public, and private profit and nonprofit organizations and institutions; specialized groups; and individuals.
  - [Foundation Center](#) - national nonprofit service organization recognized as the nation's leading authority on organized philanthropy, connecting nonprofits and the grantmakers supporting them to tools they can use and information they can trust.
  - [Grants.gov](#) - One stop shopping for federal grants. Choose from topics such as: Agriculture, Arts, Business and Commerce, Community Development, Environmental Quality, Housing, Natural Resources, Transportation and many more.
  - [The Grantsmanship Center](#) - founded in 1972 by Norton J. Kirtz to offer grantsmanship training to nonprofit and government agencies.
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Interested in listing your grant program, fundraising source, or other historic preservation-related fundraising resource? [Please email us the information via our online form](#) - we will be happy to review your program/resource and add it to this page for the benefit of the preservation community.

Please also [send corrections](#) and/or updates concerning the programs listed above if necessary. Your participation is most appreciated!

The above information will be available as a downloadable pdf document in the coming days ([please contact us](#) and we'll send you a copy, or check back to this page in a few days).

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## National Trust Preservation Funds: Guidelines & Eligibility

Grants from National Trust Preservation Funds (NTPF) are intended to encourage preservation at the local level by providing seed money for preservation projects. These grants help stimulate public discussion, enable local groups to gain the technical expertise needed for particular projects, introduce the public to preservation concepts and techniques, and encourage financial participation by the private sector. The National Trust is particularly interested in projects that relate to the preservation priorities listed below. If your project relates to any of these issues, please explain the connection in your narrative.

- ▶ **Building sustainable communities:** Does your project demonstrate that historic preservation supports economic, environmental and cultural sustainability in communities?
- ▶ **Reimagining historic sites:** Does your project use innovative, replicable strategies that create new models for historic site interpretation and stewardship?
- ▶ **Promoting diversity and place:** Does your project broaden the cultural diversity of historic preservation?
- ▶ **Protecting historic places on public lands**

A small grant at the right time can go a long way and is often the catalyst that inspires a community to take action on a preservation project. Grants generally start at \$2,500 and range up to \$5,000. The selection process is very competitive.

The review process is generally completed within eight weeks of the application deadline, and applicants are notified via email once the review process is complete.

**Application deadlines are February 1, June 1, and October 1. If the first of the month falls on a weekend, applications will be due on the following Monday.**

[Eligible Applicants](#)  
[Grant Conditions](#)  
[Eligible Activities](#)  
[Ineligible Activities](#)  
[Eligible Expenses](#)  
[Ineligible Expenses](#)  
[Criteria](#)  
[How to Apply](#)  
[Application](#)

### Eligible Applicants

**Only Organizational Level Forum members or National Main Street Network members of the National Trust are eligible to apply for funding from the National Trust Preservation Fund.** To learn more about Forum and to join today, visit our website.

Public agencies, 501(c) (3), and other nonprofit organizations are eligible. Applicants that have received previous National Trust financial assistance are eligible provided that all grant requirements are current.

No more than three grants will be awarded in any two-year period to a single grantee. Only one grant will be awarded per organization in any grant round. Only one grant will be awarded for a particular project phase.

### Grant Conditions

Applicants must be capable of matching the grant amount dollar-for-dollar. A cash match is required and can come from private or public sources, or from income earned from registration fees or fundraising activities. Donated materials and services, staff salaries and organizational overhead costs are not eligible sources of a match. Other funding from the National Trust may not be used to match an NTPF grant.

Other conditions include:

- ▶ Grants or matching funds cannot be used directly or indirectly to influence a member of Congress to favor or oppose any legislation or appropriation.

- ▶ Any documents or plans for preservation work that result from the project must conform to the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.
- ▶ At least three (3) competitive bids/quotes must be obtained for any procurement of services that exceed \$50,000. This provision applies only to portions of the project supported by NTPF grant funds.
- ▶ Consultants must be approved by the National Trust before grant funds are disbursed. National Trust Preservation Fund grants cannot be used to pay staff salaries. Board members of the applicant organization cannot serve as consultants unless appropriate conflict of interest procedures are followed and documented.
- ▶ Grant recipients are required to sign a contract agreeing to the conditions of the program.
- ▶ Grant projects must begin within six months of award date. Failure to begin the project in this timeframe may result in the cancellation of the grant and you will need to reapply for funding.
- ▶ Grant recipients must include appropriate acknowledgement of National Trust financial support in all printed materials generated for the project.
- ▶ Within one year from the grant award date, a final report and financial accounting of the expenditure of the grant must be submitted. A final report form will be provided. If the project is not completed in accordance with the contract, the grant funds must be returned.

Applicants must agree not to discriminate against any employee or applicant for employment because of actual or perceived race, color, national origin, creed, age, gender, marital status, sexual orientation, religion, mental and physical disabilities, sex (including pregnancy), personal appearance, gender identity or expression, family responsibilities, genetic information, matriculation, political affiliation or veteran status.

#### Eligible Activities

National Trust Preservation Fund grants are awarded for planning activities and education efforts focused on preservation.

Planning: Support for obtaining professional expertise in areas such as architecture, archaeology, engineering, preservation planning, land-use planning, and law. Eligible planning activities include, but are not limited to:

- ▶ Hiring a preservation architect or landscape architect to produce a historic structure report or historic landscape master plan
- ▶ Hiring a preservation planner to produce design guidelines for a historic district
- ▶ Hiring a real estate development consultant to produce an economic feasibility study for the reuse of a threatened structure
- ▶ Sponsoring a community forum to develop a shared vision for the future of a historic neighborhood

A limited amount of funding is available for organizational development. Applicants should contact us via email prior to applying for funding related to organizational capacity building activities.

Education and Outreach: Support for preservation education activities aimed at the public. The National Trust is particularly interested in programs aimed at reaching new audiences. Funding will be provided to projects that:

- ▶ Employ innovative techniques and formats aimed at introducing new audiences to the preservation movement
- ▶ Feature educational programs or conference sessions that focus on the preservation priorities listed above

#### Ineligible Activities

- ▶ Building or other construction activities
- ▶ Academic research
- ▶ Acquisition of real property or objects
- ▶ General support for conferences
- ▶ Organizational capacity building activities unless pre-approved by the National Trust

#### Eligible Expenses

- ▶ Fees for consultant services
- ▶ Speaker fees/faculty costs for educational programs and conference sessions that focus on the preservation priorities listed above
- ▶ Mailing costs for distribution of materials
- ▶ The development of materials for education and outreach campaigns

- Materials and services such as printing, photographs, telephone, and supplies. With the exception of publications projects, these costs may not exceed 10 percent of the project budget.

#### Ineligible Expenses

- Staff or faculty salaries
- Organizational overhead costs
- Catering, food and beverage, entertainment
- Construction or other capital improvement costs
- Expenses incurred prior to award date

#### Criteria

Grant recipients will be selected by considering, among other points, the following criteria:

- The significance of the project or resource
- The degree to which the project furthers one of the preservation priorities mentioned above
- The need for funding and the urgency of the project
- The project's budget and the applicant's proven ability to secure a match
- The project's timeline
- The long-term objectives or impact of the project
- The qualifications of the key personnel, including consultants
- The demonstrated ability of the applicant to complete preservation projects
- The potential to replicate the project in other communities

#### How to Apply

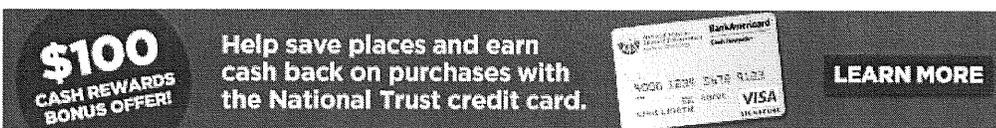
You will need the following items as part of your Preservation Funds application:

- Up to four digital images of high quality (300 dpi) with caption and credit information
- A list of the applicant's current board of directors (nonprofit organizations)
- Applicant's Internal Revenue Service determination letter of tax-exempt status. If tax-exempt status has not been fully approved by the IRS, please provide evidence of filing for certification and letter of opinion from an attorney concerning the applicant's tax status (nonprofit organizations)
- Resume of consultant for project (if the consultant has been chosen)
- Resume of personnel administering project
- Up to three letters of endorsement
- Letter of consent from property owner (if applicant does not own property)
- Completed National Trust Preservation Funds application, which includes a budget section that outlines proposed expenses and revenue for the project

National Trust grants staff can provide helpful guidance for the application process if you have questions. If you have specific questions about your project's eligibility, please contact our grants staff.

#### Application

Fill out an application for the National Trust Preservation Funds here. (Please note: you will be taken to our grants application system where you will need to create a user profile for your organization. This is a separate login than your National Trust login.) If you have questions please email us.



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