

APPLICATION COVER FORM

APPLICANT INFORMATION:

Applicant is:

- Property Owner
 Private Not-For-Profit

- Local Government
 State Agency

Applicant Organization:

Street Address:

Locality/County:

State: Zip Code:

Email Address:

Website:

Federal Employee ID Number:

Mailing address if different from above:

AUTHORIZATION

Name of Authorized Official:

Title:

Signature:

Date:

PROJECT INFORMATION:

1. Property/Project Information:

- a. Property Name (current & historic if different):
- b. Project Name:
- c. Project Location (street, municipality, county, zip code):

2. Total Project Cost: \$ _____ Grant Request: \$ _____

3. Identify the type of project (may choose more than one):

Construction:

- | | |
|---|--|
| <input type="checkbox"/> Preservation | <input type="checkbox"/> Archaeological Stabilization |
| <input type="checkbox"/> Restoration | <input type="checkbox"/> Landscape Preservation, Restoration,
Rehabilitation, Stabilization |
| <input type="checkbox"/> Rehabilitation | |
| <input type="checkbox"/> Stabilization | |

Pre-Development:

- | | |
|---|---|
| <input type="checkbox"/> HABS/HAER Recordation | <input type="checkbox"/> Engineering Study |
| <input type="checkbox"/> Historic Structures Report | <input type="checkbox"/> Landscape Study |
| <input type="checkbox"/> Conditions Assessment | <input type="checkbox"/> Archaeological Survey |
| <input type="checkbox"/> Plans and Specifications | <input type="checkbox"/> National Register Nomination |
| <input type="checkbox"/> Architectural Survey | |

4. Project Summary (no more than 150 words)

5. Does the applicant agree to comply with all provisions of applicable local, state and federal laws and approvals and executive orders including the Uniform Fire Prevention and Building Code, The American with Disabilities Act, the State Labor law, Worker's Compensation law and State Historic Preservation Law?

yes no

6. Will the proposed work involve any ground disturbance?

yes no

If yes, describe the nature and extent of ground disturbance resulting from the proposed project work.

If yes, has an archaeological study been done to evaluate any impacts the project may have on archaeological resources in the Area of Potential Effect (APE)¹?

yes no

If no study has been done on the APE does applicant understand that one may be required, the costs of which are an eligible grant expense and can be included in the budget?

yes no

7. Project Budget: (submit as separate document)

- a. For Development/Construction projects provide a detailed Project Schedule listing all hurricane related conditions, proposed treatments/repairs, expected completion time frames and associated costs in priority order.

¹ For each project, the *Area of potential effects (APE)* is the geographic area or areas within which an undertaking may directly or indirectly cause alterations in the character or use of historic properties, if any such properties exist. The APE varies with project types, and can be direct (physical) or indirect (visual, audible). The APE is limited to the individual building when a proposed project is limited to activities in the interior. If exterior features, such as roofs, are considered, the APE will include the surrounding area within which the exterior features will be visible. If ground disturbance is proposed, the extent of the proposed ground disturbance will be considered part of the APE.

- b. For Pre-development/Planning projects provide a detailed project budget outlining the anticipated deliverables.
- c. Provide information on how project costs were determined such as copies of cost estimates prepared by qualified consultants or contractors.

8. Project Financing:

Does applicant have full funding for the project available at time of application and restricted for this purpose?

yes no

Identify the source of project financing:

If no, what percent of project costs does applicant currently have funding in hand for?

Provide information on financing plan on how funds will be raised to cover project costs:

9. Describe project team who will administer grant assisted project and include relevant experience for each person.

10. Provide a brief explanation of successfully completed Pre-development/Planning projects and/or Development/Construction grant funded projects undertaken by the applicant:

11. Has the applicant received a grant from DHR in the past?

yes no

List any previous grants received from DHR (include grant type, date awarded, and award amount)

DISASTER RELIEF ASSISTANCE GRANT APPLICATION CHECKLIST

Required items:

- Application Cover Sheet
- Project Summary & Narrative
- Project Budget Attachment B and Financing Plan
- Certified Resolution (or draft Resolution with expected completion date)*
- Ownership Documentation
- Historic Designation Information
- Photographs

* A signed Authorizing Resolution required requesting grant funding must be submitted with the application. A sample document can be found in Appendix D. If the authorizing board will not meet before the application deadline provide the date when the certified resolution will be approved.