**Fund for Historic Schools Grant Application – Round 1**

**Section 1: Project Information**

1. **Provide a brief description of your project (100 or fewer words):**
2. **Applicant:**

Name:

Address: 

City, State, Zip:

Email: Phone:

1. **Type of Applicant, (mark with ‘x’):**

\_\_\_\_\_\_\_ Tax-exempt entity

\_\_\_\_\_\_\_ Government Entity

\_\_\_\_\_\_\_ Public institution

\_\_\_\_\_\_\_ Private individual

\_\_\_\_\_\_\_ Business

\_\_\_\_\_\_\_ Other:

1. **School to be rehabilitated:**

Historic Name of School:

Address, City, State, Zip:

County:

1. **Owner of the property (if not the applicant):**

Name:

Address:

City, State, Zip:

Email: Phone:

1. **Population of the town, or if unincorporated, the county where the building is located**:
	* Use the U.S. Census Bureau website, <https://data.census.gov/>, to determine by entering “population + name of town or county”.

1. **Poverty rate (percentage) for the town, or if unincorporated, the county where the building is located:**
	* Use the U.S. Census Bureau website, <https://data.census.gov/>, to determine by entering “poverty + name of town or county”.

1. **Median household income for the town, or if unincorporated, the county where the building is located:**
	* Use the U.S. Census Bureau website, <https://data.census.gov/>, to determine by entering “median household income + name of town or county”.
2. **Is the property individually listed on the National Register of Historic Places (yes/no)?**
	* Use the West Virginia State Historic Preservation Office’s database to confirm your listing:<https://wvculture.org/agencies/state-historic-preservation-office-shpo/register-of-historical-places/national-register-of-historic-places-nominations/>. **Please include a link to your listing if applicable:**

1. **Is the property a contributing structure in a National Register Historic District (yes/no)?**
	* Use the West Virginia State Historic Preservation Office’s database to confirm your listing:<https://wvculture.org/agencies/state-historic-preservation-office-shpo/register-of-historical-places/national-register-of-historic-places-nominations/>. **Please include a link to your listing if applicable:**
2. **Describe the proposed use of the property. Is the property zoned for the proposed use? (250 words)**
3. **Describe the site - including its current use, condition, and surrounding area.**
4. **Are there any existing covenants, restrictions, or existing liens on the school (yes/no)?**
	* **If yes, please explain below:**
5. **Describe your familiarity with the Secretary of Interior’s Standards and Guidelines for Historic Preservation and Archaeology. Include any relevant experience of individuals associated with your project and describe their role in the project. (100 words)**

**Section 2: Project Need**

1. **Describe economic factors in the project location contributing to the need for this project. (500 words)**
2. **Why do you need this grant funding? Is the property imminently endangered or is there a unique window of opportunity to save the proposed property? (500 words)**
3. **Why do you believe the site should be saved? (500 words)**
4. **List all organizational and private supporting partners. Explain their involvement in the project.**
5. **Are there any parties known to be opposed to the project?**

**Section 3: Project Impact**

1. **What is the anticipated economic impact of this project on the local community and regional economy?**
	* **Number of new jobs to be created and type of job:**
	* **Number of housing units to be created during this project plus a description of the housing type:**
	* **Any new businesses, services, or education opportunities to be created:**
	* **Other economic impacts:**

**Section 4: Budget Narrative** (Answer the questions below, and in the separate Budget Worksheet Excel Document, provide a detailed line-item budget that includes all major work elements.)

1. **What will be the final result of this grant?**
2. **Describe your budget, including donor, source, and amount of non-federal matching share to be contributed, if applicable, and how this grant funding will fit into the overall scope of your proposed project.**

***This application is being submitted with information that is correct and complete, to the best understanding of the applicant.***



**Applicant Signature Date**

**Printed Name & Title:**

**Building Owner Signature (if different from above) Date**

**Printed Name & Title:**

 **Saving Historic Places Grant Application Checklist**

* Completed and signed application form,
* A minimum of 5 letters of support for the project,
* 5-10 recent photos of the project and areas of need,
* Copy of a recent bank statement or bank account record (within 30 days) showing the applicant has adequate financial resources to pay for any upfront costs of the project,
* Completed project budget worksheet (use provided excel template),
* Estimates provided within the last 90 days for proposed work. Estimates must be provided for both predevelopment and construction costs. Estimates must be submitted on company letterhead and should also demonstrate the company’s ability to comply with the *Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation*. All consultants must meet the qualifications outlined in 36 CFR Part 61.
* If applicable, submit architectural drawings, engineering specifications, or master plans for your proposed project. (These can be submitted as separate .pdf documents.)