

APPLICATION # _____

DEADWOOD HISTORIC PRESERVATION COMMISSION

GRANT/LOAN FUND
SITES OUTSIDE OF DEADWOOD

Application

The Deadwood Historic Preservation Commission reviews all applications. Please read the attached Policy Guidelines and provide the requested information below.

1. Property Address:

Street City State Zip

2. Applicant Details:

TODAY'S DATE: ____/____/____

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Name Daytime Telephone E-mail Address

Street City State Zip

3. Owner of Property:**

****NOTE:** Applicant must own/retain property;
OR
Applicant must be leasing or renting the property and have written permission from the owner to conduct the work;
OR
Applicant must have a firm written commitment with the owner to purchase the property.

(Complete 'Owner of Property' only if different from that of applicant)

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Name Daytime Telephone E-mail Address

Street City State Zip

*GRANT/LOAN FUND –
SITES OUTSIDE OF DEADWOOD*

4. Total Project Cost: \$_____ Grant/Loan Amount: \$_____

The following information must be presented with this application as attachments before being reviewed by the Deadwood Historic Preservation Commission (incomplete applications will not be reviewed)

- a. Floor plan(s) (when necessary)
- b. Site plan(s) (when necessary)
- c. Photographs
- d. Copy of deed or notarized letter of authorization
- e. Verification of flood plain status or of flood insurance
- f. Submission of specifications and contracts

DEADWOOD HISTORIC PRESERVATION COMMISSION

GRANT/LOAN FUND FOR HISTORIC PROPERTIES OUTSIDE OF DEADWOOD

POLICY GUIDELINES

STATEMENT:

It is in Deadwood's interest to promote the preservation and interpretation of historic sites, buildings, and properties throughout the state when those buildings, sites and properties are related to historic preservation in Deadwood. The expense of such preservation projects may discourage owners and managers from undertaking necessary projects or may result in a lower quality of craftsmanship. The purpose of this grant/loan fund is to assist and encourage property owners and managers to restore and protect their properties and to interpret their relationship to Deadwood's history.

The City of Deadwood and the Deadwood Historic Preservation Commission reserve the right to revise grant policy or discontinue the program at any time without public notice.

OBJECTIVE:

The City of Deadwood is a National Historic Landmark and is listed on the National and South Dakota State Register of Historic Places. Maintaining these designations is critical to the economic success of the city and the quality of life of its residents. The objective of the grant program is to stimulate quality restoration, protection and interpretation of buildings, sites and properties that contribute to an understanding of the history of the City of Deadwood.

FUND DEFINITION:

The availability of funds for a project will be determined on a case-by-case basis. Initial funding for the Grant/Loan fund will be \$250,000. \$100,000 will be allocated for grants and \$150,000 will be allocated for loans for appropriate projects.

GRANTS

GRANT DEFINITION:

Grant funds will be available to any site that is not eligible for the state property tax moratorium or to any site that is a National Historic Landmark. The availability of funds for a project will be determined on a case-by-case basis. Projects typically will not exceed \$25,000 except for special circumstances. Application deadline will be January 2nd, annually, with all applications being delivered to the Deadwood Historic Preservation Office on or before 4:00 p.m., MST on January 2nd of the year for which the grant is requested.

All grant expenditures and match resources must be expended for services and/or materials used for the approved project during the project period.

EMERGENCY GRANTS:

Emergency grants are made exclusively for interim stabilization of a historical property that meets the stated grant criteria and that has been damaged due to some unforeseeable event, and typically do not exceed \$10,000.00. Applications are accepted anytime of year. It must be noted that Emergency Grant Funds will be granted only when funds are available.

MATCHING REQUIREMENTS:

Grants are awarded for no more than 75% of the total project costs, with the project sponsor providing at least 25% of the total costs of the project.

- **ELIGIBLE MATCH:** Cash, donated materials and labor or materials and labor provided by a third party for necessary and reasonable project costs.
- **INELIGIBLE MATCH:** Any costs whether cash or in-kind that is not necessary and reasonable to the completion of the project and within the grant period.

APPLICANT ELIGIBILITY:

1. Applicant must be a not-for-profit organization, and not be eligible for State Tax Moratorium
OR
The site must be a National Historic Landmark.

LOANS

LOAN DEFINITION:

Low interest loans will be available to properties that qualify for the state property tax moratorium. The availability of funds for a project will be determined on a case-by-case basis. Loans typically will not exceed \$30,000 except for special circumstances. Loans will be repayable over ten years and the interest will be 3% less than the prime rate at the time of loan issuance. All loans will require collateral. Application deadline will be January 2nd, annually, with all applications being delivered to the Deadwood Historic Preservation Office on or before 4:00 p.m., MST on January 2nd of the year for which the loan is requested.

APPLICANT ELIGIBILITY:

1. Applicant must provide appropriate financial information and proof of ability to repay the loan.

GRANTS AND LOANS

ALLOWABLE ACTIVITIES:

- **PLANNING:** A broad category that includes a wide range of non-conforming projects, such as surveys, registration and designation; comprehensive and projection planning; preparation of preservation-related studies and reports; photo documented projects, etc.
- **PRESERVATION:** The act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.
- **REHABILITATION:** The act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural and architectural values.
- **RESTORATION:** The act or process of accurately depicting the form, features and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical and plumbing systems and other code related work to make properties functional is appropriate within a restoration project.

ELIGIBILITY CRITERIA:

APPLICANT ELIGIBILITY - GRANTS AND LOANS

1. Applicant must own/retain property. Furthermore, grant recipients must agree to retain ownership of the property for a minimum of five years. Transfer of ownership or control will require repayment of the grant to the City of Deadwood.
OR
Applicant must be leasing or renting the property and have written permission from the owner to conduct the work;
OR
Applicant must have a firm written commitment with the owner to purchase the property.
2. Applicant must demonstrate the ability to successfully implement the project;
3. The applicant must provide a plan for future use of the site.

PROPERTY ELIGIBILITY:

1. The property must be a listed on the National Register of Historic Places or be a contributing building within an historic district listed on the National Register of Historic Places.

SELECTION CRITERIA:

All applicants must describe the relationship of their proposed project to historic preservation in Deadwood. Projects will not be considered for grant or loan funding unless there is a demonstrated, tangible connection to historic preservation in Deadwood or the promotion and development of historic preservation in Deadwood.

Projects will be selected based primarily on the funding priorities, but evaluation will include consideration of the following criteria (listed in no specific order):

1. Funding Priorities
 - a. Work required to give the building a weather proof envelope and make it structurally sound;
 - b. Work that will abate any serious threat to the structure whether from internal or external sources (i.e. hazardous wiring);
 - c. Exterior restoration;
 - d. Restoration of character-defining interior features;
 - e. Work necessary to facilitate putting the building to an appropriate use, including meeting all codes and accessibility standards;
2. Historical or architectural significance of the property;
3. Administrative and financial management capabilities of the sponsor;
4. Community support and interest;
5. Quality of application;
6. Prepared predevelopment material including work plans and specifications;
7. Evidence of future support plan/The applicant must provide a plan for future use of the building.

Project from lower priorities may be selected if extraordinary circumstances exist.

APPLICATION PROCEDURES:

Applications are available from:

***Deadwood Historic Preservation Office
Deadwood City Hall
108 Sherman Street
Deadwood, SD 57732
Tel.: (605) 578-2082***

Deadline: All applications must be delivered to the Deadwood Historic Preservation Office no later than 4:00 p.m., MST on January 2nd on the year for which the grant is requested.

SELECTION PROCESS:

All applications for grants and loans will be reviewed by a seven member committee consisting of two representatives from the Deadwood City Commission, two representatives from the Deadwood Historic Preservation Commission, the Deadwood Historic Preservation Officer and two independent appointees representing professional disciplines related to historic preservation. The Grant/Loan Committee will make funding recommendations to the Deadwood City Commission and the Deadwood Historic Preservation Commission.

APPROVAL TIME: Awards will be announced within a month of review by the two Commissions – No later than March 1st on the year for which the grant is requested.

FUNDING CONDITIONS:

1. Submission of a copy of the deed to the property or a letter of support from the property owner if owner is not project sponsor;
2. Verification of flood plain status or of flood insurance;
3. Signing of a covenant on the property insuring its maintenance and historic integrity;
4. Use of competitive procedures for procurement;
5. Submission of specifications and contracts to the Deadwood Historic Preservation Commission for approval before beginning work and before making any changes in the course of the work;
6. Erection of a sign during the project period indicating that the project was partially funded by the Deadwood Historic Preservation Commission;
7. Inspection and approval of work by the Deadwood Historic Preservation Office and City Building Official or local officials as selected by the City of Deadwood.
8. Maintenance of proper financial records and submission of documentation for reimbursement;
9. Submission of progress reports to the Deadwood Historic Preservation Office;
10. Additional photographs of existing conditions and of the completed work;
11. A final project report including a complete identification of the work performed, costs and resources used.

The grant recipient must submit reports as requested.