

**OREGON CERTIFIED LOCAL GOVERNMENT PROGRAM
GRANT APPLICATION
2008-2009**

The purpose of the CLG grant program is to assist local governments with their historic preservation programs. The grants consist of federal and state funds and require a 50/50 match of local funds or donated services/supplies, including staff and preservation commission members' time. Grants are restricted to local governments that have been "certified" by the State Historic Preservation Office and the National Park Service or that are in the process of becoming certified in the coming year. Grants are awarded on a non-competitive basis in order to ensure that all local programs benefit. Grant awards may be less than requested in the grantee's application.

Maximum grant awards are expected to be \$12,000-\$15,000 based on fund availability.

Send, fax or email both sections of the completed application no later than **February 19, 2008** to:

State Historic Preservation Office
Attention: Sarah Jalving
725 Summer Street NE, Suite C
Salem OR 97301

Notification of grant awards will be made by late March, with contracts available for a start date of July 1st. For assistance, contact Sarah Jalving, 503-986-0679, Sarah.Jalving@state.or.us.

SECTION I: APPLICANT INFORMATION, BUDGET SUMMARY & PROJECT SUMMARY

A. APPLICANT City of Portland B. CONTACT PERSON Liza Mickle

ADDRESS: Bureau of Planning, 1900 SW 4th Avenue, Suite 4100

Portland, OR 97201-5350

TELEPHONE: 503-823-7666 FAX: 503-823-7800

E-MAIL: lmickle@ci.portland.or.us FEDERAL ID#: 93-6002236

C. LEGISLATIVE DISTRICTS:

HOUSE 3, 5-22, 24, 27

SENATE 6-10

CONGRESSIONAL 1-3

D. GRANT REQUEST \$ 15,000
This amount is reimbursable.

E. LOCAL MATCH \$ 15,000 (Same as Grant Request)
In order to simplify record keeping, this year SHPO is requesting that CLGs show only a 1:1 local match on the application. Any over match can be recorded separately and submitted with the end of grant cycle report.

Source: General funds Kind: Cash Amount: \$ 15,000

Source: _____ Kind: _____ Amount: \$ _____

Source: _____ Kind: _____ Amount: \$ _____

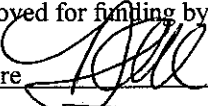
Source: _____ Kind: _____ Amount: \$ _____


F. PROPOSED TOTAL PROJECT BUDGET (Grant Request + Local Match) \$ 30,000.
Same as Item 11, Section II, which is the total cost of all proposed activities.

G. PROJECT SUMMARY: 200 words or less, this section can be bulleted.

This Historic Preservation Fund grant application requests funding to supplement the City's historic resources program. The ongoing work of this program includes local review of National Register applications and providing information to the public about historic resources in Portland. The latter includes providing online resources and educational outreach to neighborhood groups and individual property owners interested in National Register listing. A new initiative under this grant will focus on the City of Portland's multi-year project to create *The Portland Plan*, a 30- to 40-year plan for the physical, economic, social, cultural and environmental development of the city. The grant project will assist this effort by identifying and analyzing the policy implications of major historic preservation issues and trends that have emerged since the adoption of the City's existing Comprehensive Plan in 1980. The grant project will also focus in more detail on one issue, "Portland's Recent Past," providing information on historic resources of potential significance that were not yet 50 years old at the time the City's Historic Resources Inventory was completed in 1984. Project outcomes will inform *The Portland Plan* process in its formative stages.

H. SUBMISSION CERTIFICATION: The signers below certify the intent of the Local Government to carry out the proposed objectives and commitments in this application, if approved for funding by SHPO.

Print Name Brian Campbell Signature 
Authorized Representative Date

Print Name Art DeMuro Signature 
Landmarks Commission Chair Date:

(go to Section II)

3. **INTENSIVE LEVEL SURVEY** -- Historical documentation of "potentially eligible" buildings identified in the reconnaissance survey, OR, systematic archaeological survey involving comprehensive survey of all areas within survey boundaries. Archaeological surveyors and paid historical site surveyors must meet professional requirements (see Appendix A). The documentation must meet state standards; volunteer or student work must be checked by a preservation professional. The SHPO survey data forms for each historic building average 15-20 hours to research and fill out. Consultant rates are approximately \$35-\$75 per hour.

Product: Intensive level documentation will be completed for _____ properties (list or briefly describe).

Costs: Please feel free to add additional lines for clarity.

Professional Consultant _____	\$ _____.
Volunteers, _____ hours @ \$7.50 per hour	\$ _____.
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Travel: _____ miles @ 44.5¢ per mile	\$ _____.
Misc. Office Supplies, Postage, etc.	\$ _____.
Film & Development, Copies: _____	\$ _____.
Other: _____	\$ _____.
Total Intensive Survey Cost: \$ _____.	
(overmatch of approx. \$ _____ expected for this project)	

4. **NATIONAL REGISTER NOMINATIONS** -- Involves completing forms and all supporting documentation for National Register designation of significant structures and sites. It is usually best to hire a consultant to complete these complex forms. Consultants must meet professional requirements (see Appendix A). Consultant rates are approximately \$35-\$75 per hour. It usually takes 100-150 hours to complete all the details for a single property nomination.

Product: Number of National Register nominations to be completed _____.
List or briefly describe the proposed nominations.

Costs: Please feel free to add additional lines for clarity.

Professional Consultant _____	\$ _____.
Volunteers, _____ hours @ \$7.50 per hour	\$ _____.
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Travel: _____ miles @ 44.5¢ per mile	\$ _____.
Misc. Office Supplies, Postage, etc.	\$ _____.
Film & Development, Copies: _____	\$ _____.
Other: _____	\$ _____.
Total National Register Cost \$ _____.	

(overmatch of approx. \$ _____ expected for this project)

5. **PUBLIC EDUCATION** -- Tours, slide presentations, lectures, brochures, books, historical markers, public events, etc.; **must be related to preservation of historic or archaeological sites.** Briefly describe the proposed project, specify the type and quantity of the "product" and break down the costs as specifically as possible.

Product or Activity:

Costs: Please feel free to add additional lines for clarity. Please do not include overmatch amounts.

Professional Consultant _____	\$ _____.
Volunteers, _____ hours @ \$7.50* per hour	\$ _____.
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Travel: _____ miles @ 44.5¢* per mile	\$ _____.
Misc. Office Supplies, Postage, etc.	\$ _____.
Film & Development, Copies: _____	\$ _____.
Other: _____	\$ _____.
	Total Public Education Cost \$ _____.
(overmatch of approx. \$ _____ expected for this project)	

6. **PRESERVATION PLANNING** -- Establishing and updating local historic preservation plans, and related activities. If proposing to become a Certified Local Government, relate activities to meeting CLG requirements.

Product or Activity: This preservation planning work will support a multi-year project to create *The Portland Plan*, a new 30- to 40-year plan for the physical, economic, social, cultural and environmental development of the city. The grant project will assist this effort by identifying, describing and analyzing the policy implications of 4 to 8 major historic preservation issues and trends that have emerged since the adoption of the existing Comprehensive Plan in 1980. Project results will be incorporated into the Portland Plan process.

Potential issues identified for further study include: 1) the "recent past;" 2) identification of areas of potential historic significance not currently in historic districts, along with potential new historic districts 3) conflicts between zoning and preservation policies; 4) compatibility of infill development with historic character; this study may specifically address the conflict between city-wide density goals with protection of historic resources; and, 5) constraints of owner-consent regulations; and 6) the relationship between historic preservation and sustainability.

The grant project will briefly analyze the preservation issues, identify relationships to other policy areas and alternatives for further research and policy development. The grant project will also focus in more detail on one issue, "Portland's Recent Past," providing information on historic resources of potential significance that were not yet 50 years old at the time the City's Historic Resources Inventory was completed in 1984. Project outcomes will inform *The Portland Plan* process in its formative stages. Depending on several factors, including availability of funding and staff resources, several issues will be chosen for further study as *The Portland Plan* effort proceeds over the following year. (The latter is not part of this grant request). Any survey information collected as part of this project will be incorporated into the Planning Bureau's newly developed Historic Resources database.

Costs: Please feel free to add additional lines for clarity.

Professional Consultant _____	\$ _____.
Volunteers, _____ hours @ \$7.50 per hour	\$ _____.
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Employee: <u>283</u> hours @ \$ <u>60</u> per hour	\$ <u>17,000</u>
Responsibility: _____	
Travel: _____ miles @ 44.5¢ per mile	\$ _____.
Misc. Office Supplies, Postage, etc.	

Film & Development, Copies: _____ \$ _____
 Other: _____ \$ _____
 Total Planning Cost \$ 17,000
 (overmatch of approx. \$ _____ expected for this project)

(Note: Overmatch is unknown at this time but will be substantial. This project represents a central component of the work program for two historic resources staff.)

7. **REVIEW AND COMPLIANCE** -- local review of proposals for demolition, exterior alterations, and new construction projects; design review: development, publication and implementation of design standards or guidelines; revision of preservation ordinances, etc.

Product or Activity: This activity is an ongoing responsibility of the City of Portland as a CLG. It includes local review of National Register and Special Assessment applications submitted within the jurisdiction and staff support to the Portland Historic Landmarks Commission (HLC). Figures from the previous fiscal year have been used to provide a basis for establishing the amount of time required to conduct such reviews. In addition, staff routinely provide information and educational materials to property owners seeking National Register designation or Special Assessment status.

Costs:

Professional Consultant _____ \$ _____
 Volunteers, _____ hours @ \$7.05 per hour \$ _____
 Employee: 80 hours @ \$ 60 per hour \$ 9,200
 Responsibility: Review documents, produce staff reports
 (note: two employees share this work)
 Employee: _____ hours @ \$ _____ per hour \$ _____
 Responsibility: Supervision/management of above employees
 Travel: _____ miles @ 40.5¢ per mile \$ _____
 Misc. Office Supplies, Postage, etc. \$ _____
 Film & Development, Copies: Public hearing documents _____ \$ 400
 Total Review and Compliance Cost \$ 10,000
 (overmatch of approx. \$ _____ expected for this project)

8. **PRE-DEVELOPMENT** -- Preparation of feasibility studies, working drawings and specifications for the rehabilitation, preservation and stabilization of properties eligible for the National Register. Projects must meet state and federal rehabilitation standards and should be performed by appropriate professionals (i.e., architects or engineers; see professional requirements, Appendix A).

Product:

Costs:

Professional Consultant _____ \$ _____
 Volunteers, _____ hours @ \$7.05 per hour \$ _____
 Employee: _____ hours @ \$ _____ per hour \$ _____
 Responsibility: _____
 Employee: _____ hours @ \$ _____ per hour \$ _____
 Responsibility: _____
 Travel: _____ miles @ 40.5¢ per mile \$ _____
 Misc. Office Supplies, Postage, etc. \$ _____
 Film & Development, Copies: _____ \$ _____
 Total Pre-development Cost \$ _____
 (overmatch of approx. \$15,000 expected for this project)

9. **DEVELOPMENT** -- Labor and material costs for rehabilitating National Register properties (must be on the Register prior to rehab work). Most projects will likely be single activities, such as re-roofing, painting, window repair, etc. All projects should have "Predevelopment" studies completed in advance. All proposed work must meet the Secretary of the Interior's "Standards for Rehabilitation." Selection of the property to receive the grant should be based on an open and fair selection process.

Product: Rehabilitation work will be completed on the National Register property known as:

_____ (historic name and address)

Briefly describe proposed work (drawings and specifications may be required at a later date):

N/A

Costs:

Professional Consultant _____	\$ _____.
Volunteers, _____ hours @ \$7.05 per hour	\$ _____.
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Employee: _____ hours @ \$ _____ per hour	\$ _____.
Responsibility: _____	
Travel: _____ miles @ 40.5¢ per mile	\$ _____.
Misc. Office Supplies, Postage, etc.	\$ _____.
Film & Development, Copies: _____	\$ _____.

Total Development Cost \$ _____.

(overmatch of approx. \$ _____ expected for this project)

10. **OTHER ACTIVITIES** --attendance at out-of-state historic preservation conferences, other activities that do not readily fit a category above. Use this area to budget attendance to the National Trust for Historic Preservation Conference in Portland in the fall. Please be as specific as possible and give separate dollar amount estimates for each proposed activity.

Product or Activity:

Costs:

Professional Consultant _____	\$ _____.
Volunteers, _____ hours @ \$7.05 per hour	\$ _____.
Employee: <u>120</u> hours @ \$ <u>65</u> per hour	\$ _____.
Responsibility: Database/Web development _____	
Employee: <u>86</u> hours @ \$ <u>60</u> per hour	\$ _____.
Responsibility: Historic resources content and review _____	
Travel: _____ miles @ 40.5¢ per mile	\$ _____.
Misc. Office Supplies, Postage, etc.	\$ _____.
Film & Development, Copies: _____	\$ _____.
Other: _____ Air travel, lodging, and conference fees (Item #1) _____	\$ _____.

Total "Other Activities" Cost \$ _____.

(overmatch of approx. \$5,000 expected for this project)

11. **TOTAL PROJECT BUDGET**

\$ 30,000 .

Total of items 1-10

12. **PROGRAM INCOME**

(\$ _____.)

If income will be generated within the grant period by any of the grant activities (the sale of books, etc.) then list the activity and the estimated dollar amount of income. According to federal guidelines the Total Project Budget must be reduced by this amount.

13. REVISED TOTAL PROJECT BUDGET

\$ 30,000

- Total Project Budget (item 11) minus Program Income (item 12).
This amount should be the same as Item E Section I.

Please make sure that each section's subtotals are correct, and all subtotals 1 -10 equal the amount in # 11.
Note: Matching portion of this total is described in Section I.

APPENDIX A
Professional Qualifications Standards

Note: Consultants hired for CLG projects should meet the following qualifications.

In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

Archaeologist

- (a) Prehistoric Archaeology - Graduate degree in Anthropology or Prehistoric Archaeology, plus 2.5 years full-time professional experience; or (b) Historic Archaeology - Graduate degree in Anthropology or Historic Archaeology, plus 2.5 years full-time professional experience.

Architect, Historic

- (a) State Government-recognized license to practice Architecture plus 2 years full-time professional experience; or (b) a Masters of Architecture degree with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or (c) a Bachelor's of Architecture with one year of graduate study in Historic Preservation or a closely related field plus 2 years full-time professional experience.

Architectural Historian

- (a) Graduate degree in Architectural History or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Architectural History or a closely related field, plus 4 years full-time professional experience.

Conservationist

- (a) Graduate degree in Conservation or a closely related field, plus 3 years full-time professional experience; or (b) an undergraduate degree in Conservation or a closely related field, plus 3 years full-time apprenticeship in the field.

Cultural Anthropologist

- (a) Graduate degree in Anthropology with specialization in Applied Cultural Anthropology, plus 2 years full-time professional experience; or (b) an undergraduate degree in anthropology with specialization in applied cultural anthropology, plus 4 years full-time professional experience.

Curator

- (a) Graduate degree in Museum Studies or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Museum Studies or a closely related field, plus 4 years full-time professional experience.

Engineer

- (a) State Government-recognized license to practice Civil or Structural Engineering plus 2 years full-time professional experience; or (b) a Masters of Civil Engineering degree with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or (c) a Bachelor's of Civil Engineering degree with one year of graduate study in Historic Preservation or a closely related field, plus 2 years full-time professional experience.

Folklorist

- (a) Graduate degree in Folklore or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Folklore or a closely related field, plus 4 years full-time professional experience.

Historic Preservation Planner

- (a) State Government-recognized certification or license in Land-Use Planning, plus 2 years full-time

professional experience; or (b) a graduate degree in Planning with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or (c) an undergraduate degree in Planning with course work in Historic Preservation or a closely related field, plus 4 years full-time professional experience.

Historic Preservationist

- (a) Graduate degree in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Historic Preservation or a closely related field, plus 4 years full-time professional experience.

Historian

- (a) Graduate degree in History or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in History or a closely related field, plus 4 years full-time professional experience.

Landscape Architect, Historic

- (a) State Government-recognized license to practice Landscape Architecture plus 2 years full-time professional experience; or (b) a Masters degree in Landscape Architecture with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or (c) a four or five year Bachelor's degree in Landscape Architecture plus 3 years full-time professional experience.