

EXHIBIT A

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Grant Application for

**City of Portland CLG**

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## Contact

The purpose of the CLG grant program is to assist local governments with their historic preservation programs. The grant is composed of federal and state funds, and requires a 50/50 match of local or donated services/supplies, including staff and preservation commission members' time. Grants are restricted to local governments "certified" by the State Historic Preservation Office and the National Park Service. 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 BASED ON FUND AVAILABILITY:**

**Grant Application Deadline is FEBRUARY 26, 2016:**

**Sponsor Name:**

Oregon Parks and Recreation Dept.

**First Name:**

Nicholas

**Last Name:**

Starin

**Address 1:**

1900 SW 4th Ave., Ste. 7100

**City:**

Portland

**State:**

OR

**Zip Code:**

97201

**Contact Phone:**

5038235837

**Contact Fax:**

**Contact Email:**

187592

nicholas.starin@portlandoregon.gov

**Federal Tax ID:**

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## Project

**Project Name:**

City of Portland CLG

For the project name please use the city name and CLG. "City of Paris CLG":

In order to simplify record keeping, SHPO requests that CLGs show only a 1:1 local match on the application. Any over match can be recorded separately in the fields provided and submitted with the final grant report. Federal funds may not be used for match, excluding CDBG funds. :

**Funds Requested:**

\$12,000.00

this amount is reimbursable:

**Matching Funds:**

\$12,000.00

must be equal to request:

**Total Cost:**

\$24,000.00

funds requested + matching funds:

**Estimated Over Match:**

\$0.00

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## Finance

Use this form to enter the budget category for each project type. For example, Public Education - Staff time 3 hrs @ \$52.00; Public Education - Design, Printing, etc.; NR Nomination - Contractor. It will add your projects together for the for a final project cost. There is not a place here for the over match. You may enter that in the project tab. Please use Oregon minimum wage for volunteer rate. Please refer to the sample budget emailed to you. It can also be found on the CLG tool page on our website. [http://www.oregon.gov/oprd/HCD/SHPO/pages/clg\\_tools.aspx](http://www.oregon.gov/oprd/HCD/SHPO/pages/clg_tools.aspx):

# Supplemental

## 1. GRANT ADMINISTRATION:

These costs are related specifically to management of the grant - tracking volunteer hours, submitting reports, etc. Costs related to projects (RFP process and Contracting) should be included in the project budget. Total for this section must not exceed 15% of the grant amount. Please include rate for each staff person.:

### 1. Scope of Work - include staff and tasks involved :

Historic resources and support staff time for grant processing, reporting and billing

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## 2. RECONNAISSANCE LEVEL SURVEY :

Systematic architectural survey conducted by qualified consultants or archaeological survey conducted by qualified archaeologists. (See attachment or manual.) Architectural survey products must meet the standards required in "Guidelines for Conducting Historic Resource Surveys in Oregon" (current version). The survey time per building is approximately 10-20 minutes, the consultant rate is usually \$40-\$80 per hour. Archaeological surveys must generate a survey report and appropriate site and isolate find forms required by SHPO. The documentation must meet state standards. Volunteer or student work must be supervised by a preservation professional.:

2. Scope of Work - include timeline of project, approximate number of structures and geographic area. :

## 3. INTENSIVE LEVEL SURVEY :

Historical documentation of buildings identified in the reconnaissance survey or other process, OR, systematic archaeological survey involving comprehensive survey of all areas within survey boundaries. Architectural survey products must meet the standards required in "Guidelines for Conducting Historic Resources Surveys in Oregon" (current version). Surveyors must meet professional requirements (see grant manual). The documentation must meet state standards. Volunteer or student work must be supervised by a preservation professional. The SHPO survey data forms for each historic building average 25-50 hours to research and fill out. Consultant rates are approximately \$40-\$80 per hour. :

**3. Scope of Work - include timeline of project and number and description of properties :**

**4. NATIONAL REGISTER NOMINATIONS :**

Involves completing forms and all supporting documentation for National Register designation of significant resources. Consultants must meet professional requirements (see manual). Consultant rates are approximately \$40-\$80 per hour. It usually takes approximately 100-150 hours to complete all the details for a single property nomination and up to a year to complete the process. Check with SHPO about the eligibility of properties prior to application. :

**4. Scope of Work - include timeline and brief description of properties to be nominated :**

A contractor will prepare a National Register of Historic Places Multiple Property Documentation form (MPD) for properties associated with Portland's African-American history. Such an MPD would help in public education and historic preservation efforts in the city and provide contextual information about the African-American community and evaluation criteria that would assist property owners who wish to list their historic properties in the National Register. This would further the Bureau of Planning and Sustainability's goal to broaden its historic preservation activities to encompass a more diverse range of social, cultural and ethnic themes and communities.

**5. PUBLIC EDUCATION :**

Tours, mobile phone tours, lectures, brochures, public events, exhibits, websites, newsletters, preservation awards, etc.; must be related to preservation of historical or archaeological sites.:

**5. Scope of Work - describe project(s) including timeline, quantity, type and distribution of product. :**

**6. PLANNING, 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 :



**6. Scope of Work - include timeline, details (purpose and method) of planning project, and general description of review and compliance work.:**

Ongoing responsibilities of the City of Portland as a CLG include local review of National Register and Special Assessment applications and staff support to the Portland Historic Landmarks Commission. Planning work under this grant will support the implementation of the historic preservation elements of the City's Comprehensive Plan, currently being updated under periodic review. Additional work will include historic resources staff support to other current City planning projects and programs.

**7. PRE-DEVELOPMENT :**

**Preparation of feasibility studies, working drawings and specifications for the rehabilitation, preservation and stabilization of properties eligible for or listed in the National Register of Historic Places. Projects must meet state and federal rehabilitation standards and must be performed by professionals (i.e., architects or engineers; see professional requirements in grant manual).:**

**Scope of Work - include property name, address, purpose of the work, and timeline. Attach photos of the property, particularly ones that show the need for planning.:**

**8. DEVELOPMENT :**

**Labor and materials 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, 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. A preservation agreement is required.:**

**8. Scope of Work - include property name and address and project timeline. Please attach photos and work plan including methods and materials. :**

**9. OTHER ACTIVITIES :**

**Attendance at in-state and out-of-state historic preservation conferences, other activities that do not readily fit a category above. Please be as specific as possible and give separate dollar amount estimates for each proposed activity. :**

**Scope of Work - describe each project including timeline, number of people served, trainings and conferences planned, how the project will be completed and by whom,**



etc.:

10. Describe a potential back up project in case a project doesn't work out or you come in under budget.:

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## Project Budget Worksheet

NR MPD-Contractor	\$10,000.00
Planning, Review and Compliance--Staff 185 hours @ \$52/hour	\$9,600.00
Grant Administration--Staff 19 hours @ \$52/hour	\$1,000.00
NR MPD--Staff 58 hours @ \$52/hour	\$3,000.00
NR MPD--Materials and supplies	\$400.00

**Total Project Cost:**

\$24,000.00

## Source of Funding Worksheet

Planning, Review and Compliance--Staff 185 hours @ \$52/hour:	\$9,600.00
NR MPD--Materials and supplies:	\$400.00
NR MPD--Staff 38 hours @ \$52/hour:	\$2,000.00

**Total Match for Sponsor:** \$12,000.00

**Grant Funds Requested:** \$12,000.00

**Total:** \$24,000.00