




Competitive Grant Application – April 2, 2012

Complete this application form in conjunction with the directions found on the accompanying SHF Competitive Grant Application Instructions (found online at <http://www.historycolorado.org/grants/application-forms>). For assistance, contact SHF Outreach Staff at (303) 866-2825 or toll free at (877) 788-3780.

1. Applicant Organization
 Organization Name: Silverado Range Association
 Mailing Address: 12345 Main Avenue
 City: Western City State: CO Zip Code: 12345
 Telephone Number: (303) 555-5555
 Employer ID Number: 12345-99

 Always Incharge Executive Director April 1, 2012
 Signature of Legally Authorized Representative Title Date
 Please sign in blue ink

2. Grant Recipient Contact Person
 Contact Last Name: Organized Contact First Name: : Eloise
 Title: Cultural Program Director
 Organization (if different from applicant organization):
 Mailing or FedEx Address: 12345 Main Avenue
 City: Western City State: : CO Zip Code: 12345
 Telephone Number: 303-555-5566 Fax: 303-555-5577
 E-mail Address (Required): e.organized@silverado.co.us

3. Grant Type Choose one: Competitive Grant - Up to \$35,000 Competitive Grant - \$35,001 or More

4. Project Type (choose one that reflects the majority of the proposed project):

Acquisition & Development Those projects that involve excavation, stabilization, restoration, rehabilitation, reconstruction, or acquisition of a designated property or site. Archaeological projects are considered Acquisition & Development when the level of investigation is “intensive excavation.” In such cases, the site must be designated before the application is submitted.

Survey & Planning Those projects that involve identification, recording, evaluation, designation and planning for the protection of significant historic buildings, structures, sites and districts. For archaeological projects, all levels of survey and test excavations are considered Survey & Planning projects and prior historic designation is not required. However, once testing reveals eligibility for designation, further excavation may not occur without designation.

Education Those projects that provide historic preservation information or information about historic sites to the public.

5. Project Title:

6. Brief Summary of Project:

This project will study rural Silverado County schools with the goal of raising awareness of rural school traditions and to encourage the preservation of historic schoolhouses. Information will be collected from a range of sources to produce educational materials for the public. Presentations to school children, youth and adults will help to educate the public about rural school traditions and the preservation of historic schoolhouses.

7. Grant Request and Cash Match
 Grant Request: \$ 69,269 Cash Match: \$ 26,938 Total Project Budget: \$ 96,207
 Cash Match percentage of Total Budget: 28 %

7. continued

We will be ready to provide cash match at the time we sign our SHF contract (1-2 months after the award date.) Yes No

Indicate if you are requesting a waiver for the Cash Match requirement. Yes No

If Yes, what is your justification for requesting a cash match waiver?:

8. Geographic Information

County in which property/project is located: Silverado

Colorado Legislative District Numbers House: 555

Senate: 123

U.S. Congressional District: 999

9. Property Information

Property Historic Name (as listed on the historic designation):

Historic Designation (check all that apply) or N/A (see Instructions for information on applicability)

Local (with verification attached) Colorado State Register of Historic Properties National Register of Historic Places

Designation Area (check one): Building Footprint Only Building and Surrounding Property Acreage only

Property Street Address:

Property City:

Property State: CO

Property Zip Code:

Property Site Number:

Property Legal Description:

10. Property Owner Information if different than Applicant Organization or N/A (see Instructions for information on applicability)

Owner Name:

Street Address:

City:

State:

Zip Code:

Phone number:

Federal Employer Identification Number (please, no Social Security numbers):

I acknowledge that I give permission for the work proposed in this grant application to be carried out.



Signature of Legal Property Owner

Please sign in blue ink

Date

11. Section 106 Compliance (see Instructions for information on applicability) or N/A

Please indicate which Federal agency is involved in your project and the nature of the collaboration:

Federal Agency Contact Name and Telephone Number:

12. Acknowledgement of Support by Government Official (see Instructions for applicability) **or N/A**

I support the project outlined in this grant application.

Name:

Title:

Governmental Entity:

Signature: _____ Date: _____

Please sign in blue ink

13. Acknowledgment of Award Conditions

I understand and agree with the following conditions associated with State Historical Fund grants if awarded (initial each in blue ink):

AI I understand my organization will enter into a contract with the State Historical Fund (SHF). My organization will become a state contractor and cannot “pass through” fiscal or project responsibility to another organization.

AI I understand that SHF contracts contain non-negotiable terms, and it is my responsibility to review the SHF grant templates (found online at <http://www.historycolorado.org/grants/state-historical-fund-grants>) prior to application to assure that my organization is willing to go under contract with those terms.

AI I understand the proposed cash match must be available before my organization signs the SHF contract.

AI I understand SHF funds will be paid only for work taking place within the SHF contract period.

AI I understand my organization cannot use funds in a manner that may result in an actual or perceived conflict of interest. (See SHF Handbook)

AI I understand property restrictions may be required as a result of an acquisition and development project. For architectural survey projects, I will adhere to the current Colorado Cultural Resource Manual.

AI I understand that once under contract, I will work in partnership with the State Historical Fund to meet the Secretary of the Interior’s Standards. I will comply with review expectations and refrain from carrying out work until I have the approval of SHF historic preservation specialists to proceed.

AI I understand that my performance as a state contractor will be evaluated and made available to the public.

AI I understand that indirect costs need to be justified at the time of request for reimbursement. I am encouraged to use the SHF Indirect Cost Worksheet (found online at <http://www.historycolorado.org/grants/application-forms>) for planning purposes.

AI I understand that state regulations requires me to certify that my organization carries Worker’s Compensation, Employer’s Liability, General Liability, and Automobile Insurance, if applicable.

Call SHF Outreach staff at (303) 866-2825 or toll free at (877) 788-3780 if you have any questions

14. Narrative – see the Instructions for specific tips and directions on how to answer each narrative section.

A. *Applicant Capacity:* Write a brief introduction to the applicant organization and its experience with similar projects. This category demonstrates the applicant's ability and commitment to successfully complete the proposed project (0-10 points).

Organizational History. The Silverado Range Association (SRA) is a nonprofit organization created in 1989 to provide educational and interpretative programs in Silverado region of Colorado for area residents and visitors. The mission of the SRA is to promote responsible care of natural and cultural resources through education and hands-on involvement that inspires respect and reverence for our lands. The SRA partners with federal agencies, Silverado County, Western City, Silverado County Historical Society, the Center of Colorado Studies at McKendrick College, San Ysidro County Historical Society, and community and business organizations to develop education projects and programs, coordinate public workshops, provide training to volunteers, and conduct programs that emphasize stewardship and preservation of natural and cultural resources. The principal programs and activities of the SRA are educational programs concerning wilderness conservation, natural resource education for adults and children, and educational initiatives on sustainability. The largest program at SRA is the Silverado Stewardship Program (SSP) that addresses preservation, conservation, and education of cultural and traditional resources.

Organizational Accomplishments and Awards During 2008, more than 10,000 volunteer hours were logged by over 400 SRA volunteers in our programs and projects. In the SSP, over 100 site stewards monitored about 100 prehistoric and historic archaeological sites. Since the inception of this program, the SSP volunteers have contributed over 12,000 hours to community education and stewardship activities to protect and preserve cultural resources.

The SRA Cultural Program has received several regional, state, and national awards. In 2008, the SSP was recognized by First Lady Laura Bush as a model for the new national Preserve America Steward Program, and it was the recipient of a national Preserve America Steward Award. In addition, the program received a prestigious 2008 Stephen H. Hart Award for preservation education from the Colorado Historical Society. In 2006, the SSP, in partnership with the Anasazi Heritage Center, received a national BLM "Volunteers Making a Difference Award" and in 2006 the SSP received the Forest Service's Regional Forester's Honor Award for Cooperative Support/Community Connections. The cultural program has also received several State Historical Fund grant awards for several projects totaling about \$300,000; all successfully completed. In 2008, the SRA was competitively awarded a consultant contract from Silverado County for a county-wide historic resources survey (SHF project #20-03-015).

This project will be directed by Eloise Organized, (Ph.D. Anthropology, Emmett University) Cultural Program Director at SRA. Dr. Organized has worked extensively in the Silverado region on anthropology, archaeology, and historic preservation projects for universities, Native American tribes, communities and citizen's groups. Most recently, she helped conduct the Silverado County historic resources survey project that included the documentation and evaluation of historic rural schools. Ms. Anne Expert will serve as an outside consultant for the project. She is a Colorado historic preservationist and helped conduct the Silverado County survey. Former professor Marjorie Educator, a researcher on rural Silverado County Schools, Dr. William Writer, author of *Forgotten Country Schools*, and Joseph Authority, historian and Executive Director of the Silverado County Historical Society, will participate in volunteer training.

B. *Property or Project History*: Write a brief history and description of the property or a description of the project and its relationship to historic preservation. *This category tells us why this preservation or archaeological project is important* (0-10 points).

This project will provide educational information about rural school traditions in Silverado County through the study of historic schoolhouses with the goal of raising awareness and encouraging schoolhouse preservation. These traditions were represented in the construction and maintenance of school buildings, the rural community bonds promoting education of children and youth, and the community economic investments in the school. Rural schools provided the focal point for these traditions; country schools were the center of rural life and an indicator of community stability. Where ethnic and religious backgrounds were mixed, schools were often the public building that provided the community with a multifunctional structure for secular meetings, some religious activities such as funerals, seasonal events, social gatherings, and school presentations. The school was the central core of the rural settlements and they represented the educational commitment of the rural residents. The network of country schools served a sparse population on isolated farms and ranches through a decentralized school organization with local administration and control. Classes were held at small multi-grade schools and the educational schedule was adapted to weather and agricultural/ranching cycles. Often classes were composed of a few children that matriculated through all the school grades together, forming lifelong bonds.

Information gathered from a recent county-wide historic resources survey (SHF Proj.# 20-03-015) conducted by the applicant and conversations with long-time residents indicate about 74 rural schools existed in Silverado County. These small schools are fondly remembered by former students and teachers. They provided early comprehensive education to county children from the earliest schools in 1876 to school consolidation in 1959 when the schools were closed. Current information indicates that 25 schools have been previously studied with nine additional schools inventoried and recorded on the survey project. Of these nine, six schools initially appear to be eligible for listing on the National or State Registers. Although these schools appear to meet Register criteria (primarily for their architecture), there is additional historic information that needs to be collected. The remaining schools across the county have not been studied. Some of the schools are no longer standing or have been significantly altered, and the remaining schools are vulnerable to being demolished, altered, or moved. The destruction and alterations to the schoolhouses and the aging and deaths of former students and teachers are resulting in the loss of our rural educational traditions. If this heritage is to be preserved, a study of the historic schools must be undertaken soon.

This project will help to educate children, youth, and adults about the County's rural school traditions by collecting historical and architectural information, and oral accounts about these schools. Using the SHF survey data and research, trained volunteers will help collect information from archives, interview former teachers and students, collect family records and photographs, and assist with site visit documentation. The project information will be disseminated through a series of public presentations; classroom presentations to students; a written report including oral transcripts and maps depicting school locations; county web information; a brochure; and historic photographs.

C. *Project Description:* Provide a detailed description of the project.

This section demonstrates the appropriateness of the project and your knowledge of what is needed to complete it (0-20 points).

The goals of this project are to raise awareness and encourage preservation of rural schoolhouses. To achieve these goals, information will be collected from a range of sources to produce educational materials for the public. This information includes historical, architectural, archaeological, and oral accounts. A written report will provide information on each school including historical background, architectural description, locational data, and excerpts from the oral histories. Historical photographs, images of school memorabilia, excerpts from oral accounts, and a series of county-wide maps depicting school locations from 1876 to consolidation in 1959 will be included in the report. A complete transcription of all oral interviews will be produced as a companion volume and archived at the Center of Colorado Studies and the Silverado County Historical Society's Argenta Museum. A color brochure summarizing the project will be produced and disseminated to local organizations, schools, libraries, Silverado County, and Western City. In addition, project information will be provided to the County to augment their website, including the project report with all photos and images, maps, and excerpts from oral accounts.

Public presentations will be offered in partnership with the Silverado County Historical Society at the historic Argenta Museum. The Argenta Museum is the 2006 recipient of the Governor's Award for Historic Preservation and a restored 1910 schoolhouse. Adult/family presentations will be offered through the Museum's Fall Speaker's Series. Presentations will include the project goals, methods, conclusions and selected interesting school histories. The children's presentations will be incorporated into the Museum's current elementary student programming. A powerpoint presentation on the rural schools will be given and, if possible, a former rural student will attend the presentation and talk with the children about their old school days. Classroom presentations will be made to history students at Argenta High School and Western High School to provide them with information on the historic schoolhouses in the County and the project's goals and methods to aid historic preservation. Evaluations will be conducted at the volunteer training sessions and at all presentations to obtain public comments about the project. The evaluation comments and suggestions will be analyzed and incorporated into the final project administrative report. The full project report will be provided to the Center of Colorado Studies, the Silverado County Historical Society, Silverado County, and Western City, Ysidro, and Silabar Libraries. The oral histories will be collected using the Center of Colorado Studies protocols and a copy of the transcripts will be archived at their library and at the Silverado County Historical Society.

In addition to the educational materials, this project will train and supervise interested volunteers to assist with the project. Volunteers will receive project/preservation orientation and two training workshops on historical research and oral interviews. Volunteers will be trained to conduct historical research and learn about historical records and the types of research questions that can be answered with those records. Training in collection and utilization of oral histories as a source of historical information will provide the volunteers with new skills that will help them with other historic preservation projects that they might develop or implement in the future. Also, project volunteers will have the opportunity to work with elderly county residents that are the living source of historic information. This project involves the volunteer in the preservation process and provides them with a direct connection to local heritage. Through contacts with local history teachers, youth will be encouraged to volunteer with the project, creating a multigenerational appreciation of rural school traditions.

To accomplish the project goals and produce these educational materials, this project proposes to collect information from a range of sources for the schools. Of the 74 rural schools that existed in the County, about 25 have been studied. The information previously collected for these schools includes historical background, historic photographs and images, and teacher and student information. The dating and locational information for these schools will be incorporated into the maps for this project. With the previous researchers' permission, the school information will be included in this project report. The recent county survey documented nine additional schools and the remaining 40 schools have not been studied. Many of the schoolhouses have been reused as small residences, some have been remodeled and altered, some moved and reused, and some of the schools are no longer standing. At ruined and demolished school sites, the structure and site will be treated as a historic archaeological site (see below). Archaeological information will be compiled with the other data sources.

This project will collect additional historical information for the previously inventoried nine schools, and collect information on the schools that have not been studied. The project steps include:

- 1) Compile existing information from previous reports to determine needed information for each school;
- 2) Identify school contacts such as former teachers and students;
- 3) Prioritize contacts based on age, health and their ability to provide important information;
- 4) Recruit county volunteers to assist with the project;
- 5) Train volunteers in historical research processes and procedures for oral interviews;
- 6) Conduct historical research on identified schools using trained volunteers with professional oversight;
- 7) Contact current property owners for property visits;
- 8) Conduct oral interviews at/for specific schools assisted by trained volunteers, beginning with prioritized informants;
- 9) Conduct additional site visits as needed to collect or revise existing property information;
- 10) Prepare project documentation; and
- 11) Disseminate project educational materials through the written report and products, public presentations, classroom presentations, and web information.

The information sources to accomplish the project include: 1) Archival information and public records. These include school land deeds and ownership land records, tax records, school board minutes/notes, newspaper articles, teachers' registers and annual reports, teacher contracts. These records are housed at the Colorado State Archives, Silverado County Records, the Center of Colorado Studies at McKendrick College, Silverado County Historical Society's Argenta Museum, and historical newspaper collections. 2) Family collections. This information includes historic photos of schools, classes/ students, teachers, school related features (yards, accessory buildings, equipment, etc.); and school memorabilia (teacher announcements, diplomas, attendance certificates, pupil verses, remembrance books, etc.). This information would be obtained from former students and teachers and their descendents. 3) Property/site documentation. This information includes physical documentation of schools supplemented by information collected during this project from all data sources. Data collected during this project may revise current information, providing more complete property and structure data. As needed, school houses will have photo documentation and property and building sketch maps. Where schools are no longer standing and/or accessory school buildings existed, an archaeological inspection of the property will occur. Surface archaeological materials will be identified, mapped, and recorded. Archival information may provide information about unknown locations of extant school buildings. 4) Oral interviews with former teachers and students. Detailed information focused on specific schools will be collected from aging students and teachers. Per SHF policy, the interviews will be directly related to the history of these historic sites. They will be taped and transcribed according to the protocols of the Center of Colorado Studies at McKendrick College. Tapes and written transcripts will be archived at the Center and at the Silverado County Historical Society's Argenta Museum.

D. *Urgency*: Explain why it is urgent to complete the work in your application NOW.
This category explores why this project is urgent and how you will protect the resource in the future (0-15 points)

This project is important and needs to be implemented soon. First, and most importantly, this project is urgent because essential information about schoolhouses is being lost and must be collected very soon. Schoolhouses are rapidly being lost through demolition and alterations. Most critically, the former teachers and students who are an important source of historic information about rural schoolhouses are aging and dying. Today, these individuals range in age from their late 60s to a former student and teacher aged 97. As we lose these people, the first hand accounts and their historic information are gone forever. This concern has been expressed to the applicant by elderly residents across the county and this project is important to them because they take great pride in their rural education. Very little work has been done to document Silverado County's rural schoolhouses. Of the 74 historic rural schools, only 25 have been studied. The current county-wide survey recorded nine schoolhouses, with additional school information still needed. The remaining schools have not been studied. Collection of these data will help to preserve these structures and traditions, acknowledge and honor these early students, and educate the public.

SAMPLE

E. *Timeline:* Create a list with key project milestones and corresponding month/year showing how your project will be carried out. *This category shows you have adequately considered how to complete your project within the 24-month contract period, including outside factors that may affect the project.* (0-5 points)

Project Task	Target Dates *
Estimated SHF Contract Start Date	October 1, 2012
Project Preparation	
• Compile existing information	November 2012
• Identify School Contacts	December 2012
• Recruit Volunteers	December/January 2013
• Train Volunteers	
Historical Documentation of Schools	
• Research preparation	January_ February 2013
• Conduct historical research on schools	January – February 2013
• Conduct oral interviews	January – February 2013
• Transcribe oral interviews	January – March 2013
• Obtain family collections and materials	January – May 2013
• Property Documentation	January – April 2013
• Conduct lab work for school sites	January – May 2013
Educational and Interpretive Materials for Schools	
• Prepare written report on schools	February 2013
• Develop and produce maps depicting school locations	February 2013
• Submit draft report for SHF review	February 2013
• Develop and produce project brochure for public dissemination	March 2013
• Revise and finalize project report	April 2013
• Provide project information to County for website augmentation	April 2013
Community Presentations	
• Prepare presentation handouts and evaluations	April 2013
• Prepare and deliver elementary student presentations	April 2013
• Prepare and deliver high school classroom presentations	April 2013
• Prepare and deliver public presentations	April 2013
Submit final project documentation to SHF and project partners	May 2013
Project End	June 2013

* Target Dates may vary depending on actual contract start date.

F. *Public Benefit* Tell us how/why the community supports and benefits from this project.
This category shows the overall benefit of the project to the community. (0-15 points)

During the county-wide survey that identified several schools, many long time residents and former rural students expressed immense pride in their rural school education and the traditions and practices that were a part of that experience. Conversations with former students reveal that many became successful and attribute their success to their country school education. Small classes resulting in lifelong friendships, mischievous pranks with outhouses, and old men who can still name every teacher are some of the school memories shared by former students. With these past experiences, former students, teachers, and their families have expressed concern that information about their schools will be lost if not collected as soon as possible. Rural schools are disappearing and former students and teachers are aging and dying. As one former student said, "There are no more reunions because everyone has died."

This project will help address the need to preserve the rural school traditions. The information collected during this project will result in educational materials and presentations that will provide all ages with information on rural education and schools. This information will help to raise awareness of rural schools and the processes to preserve this cultural heritage. Children and youth now attend centralized schools in Western City, Ysidro and Silabar and are unfamiliar with this aspect of local history. Information from this project will provide them with an understanding of rural education and the differences from their present school environment. Presentations, especially those including former students, will provide a unique opportunity for students to learn first hand about a difference school experience, such as how students of varying ages and abilities learned together due to the small size of the school. Adults will also have the opportunity to learn about this little-known tradition through the public presentations and developed materials. In addition to the educational materials and presentations, this project will be publicized through the media (public radio, local Western City cable TV, newspaper articles and advertisements, and public service announcements); on the SRA website and newsletters; and notifications to memberships of our cultural/historical partner organizations in the area. The project materials will also be provided to the County for incorporation on their website. The project report will be distributed to the Silverado County Historical Society, Silverado County, the Center of Colorado Studies at McKendrick College, and the Western City, Ysidro and Silabar Libraries.

This project also will benefit the community by addressing some of the strategic platforms in the Colorado State Preservation Plan and expanding the County's cultural resource inventory and databases. This project will educate people about the importance of rural school traditions and their relevance for today's education: How these traditions are forbears of certain aspects of contemporary education, and how others have been discarded over time. The project will encourage local participation by using trained volunteers to assist with the project. Most importantly, the project will help to raise awareness of the remaining rural schoolhouses, which is the first step in furthering their preservation. .

This project has received broad interest and support. The SRA cash match has been acquired through member donations; 90% of members are local. Additional local foundation funding is anticipated for the project. Because this project results from the documentation efforts initiated under the Silverado County historic resources survey and interest is high; there is keen interest and recognition of the importance of the history and preservation of our rural schools before the information is lost. Finally, letters of support have been enthusiastically provided by a range of community organizations and individuals. The letters included are from the Silverado County's Historic Preservation Commission with endorsement by the Board of County Commissioners, the Director of the Center of Colorado Studies, the Director of the Office of Community Services at McKendrick College, the Executive Director of the Silverado County Historical Society, and Argenta High School. In summary, this project provides community benefits, has broad community support and helps the State Historical Fund meet the strategic platforms specified in the Colorado State Preservation Plan.

G. *State Preservation Plan* Describe how this project relates to the overarching goals of the State Preservation Plan.
This category demonstrates the project's connection with one or more of Goals A-F of the State Plan. (0-5 points)

Just the mission of SRA itself follows many of the goals set forth in the State Preservation Plan by promoting responsible care of natural and cultural resources through education and hands-on involvement that inspires respect and reverence for our lands and historic sites. The preservation ethic is particularly strong in the Silverado Stewardship Program that addresses preservation, conservation, and education of cultural and traditional resources.

This project incorporates several of Colorado's State Preservation Plan's strategic platforms by: 1) educating residents about the history of rural education in the County; 2) emphasizing the role of historic preservation as an important mechanism to retain our past; 3) utilizing volunteers to help preserve their history; 4) acknowledging, involving and honoring the ever-diminishing group of former teachers and students by linking them to current students, educators and the interested public; 5) helping to increase awareness and preservation of the historic schools in the county; and 6) augmenting State and County records and data bases of cultural resources in our area.

SAMPLE

H. *Combined Scope of Work and Budget:* Write a detailed outline of the work you propose to accomplish in this grant, with corresponding costs for each task. Please see sample Scope & Budgets referred to in the *Instructions*.

This category indicates your knowledge of the work that needs to be done and how much it will cost. (0-20 points)

This budget is derived from (check all that apply):

- Attached bids (derived from construction documents detailing the specific scope of work)
- Attached proposals (estimates of cost for the general scope from consultants, contractors, etc.)
- Other (explain):

PROJECT TASK	TOTAL
I. Project Preparation	
A. Compile existing information	\$3,718
B. Identify/prioritize school contacts	\$1,750
C. Recruit Volunteers	\$1,250
D. Provide Volunteer Training	\$3,200
II. Historical Study of Schools	
A. Provide Research preparation:	\$1,000
B. Conduct historical research	\$16,200
C. Conduct Oral Interviews	\$14,900
D. Obtain family collections/materials/documents	\$3,300
E. Create Property Documentation	\$9,000
F. Conduct lab work for schools	\$14,600
III. Interpretation of Schools	
A. Prepare written report:	\$11,230
B. Create Tri-fold Brochure:	\$1,750
C. Provide project information to County for website	\$400
D. Hold Community Presentations	\$800
IV. Project administration	
SHF reporting	\$560
Project SubTotal A	\$83,658
SRA Administration Costs - 15% of SubTotal A	\$12,549
Total Project Costs	\$96,207
Cash Match: 28% of Total Project Costs (\$26,938)	
Grant Request: 72% of Total Project Costs (\$69,269)	

SAMPLE

15. Application Checklist: *Use this checklist to ensure you have included necessary copies and attachments*

- Original, completed application with seven (7) copies, including all attachments.
- No cover letter attached; no binding, notebooks, or folders used.
- Attachments (provided for each copy):
 - W-9 for grant applicant; blank form available online at <http://www.historycolorado.org/grants/application-forms>.
 - Clear, readable photographs with informative captions (color recommended). No matter what the project type, photographs aid the reviewer in understanding the resource(s) under consideration. Photos should show current views of the resource, both overall and in detail, and should demonstrate the need for the proposed work and its urgency. Historic photos are also helpful.
 - Bids or estimates to show how you determined your costs.
 - Proof of local designation, if not designated on the State or National Register and are performing physical work on a building. If you are requesting any physical work around the foundation or on the site, please be certain the designation extends to that area.
 - Maps, site plans, or enlightening drawings as needed.
 - Applicable excerpts from Historic Structure or Archaeological Assessments.
 - Five or more letters of support from users of the building, public officials and those who will benefit from or support the proposed project. Thoughtful letters that reflect an awareness of the project's impact are more persuasive than numerous general letters. Please be judicious in the number of letters you attach.
 - If this is a large-scale archaeological investigation, attach a research design. If you require more information, call Staff Archaeologist Tom Carr at (303) 866-3498.

New Mailing Address

State Historical Fund
History Colorado Center
1200 Broadway
Denver, CO 80203

Questions: contact SHF Outreach Staff at (303) 866-2825 or toll free at (877) 788-3780

Deadline: April 2, 2012. Envelope MUST BE postmarked by the application deadline, If you hand deliver your application, it must be dropped off in our office by 5:00 pm on the application deadline date.

The State Historical Fund provides public outreach and application assistance at no charge to all applicants. Application advice is available to:

- Assist with project planning
- Review and make suggestions on draft applications
- Provide assistance throughout the application process

It is very important for every applicant to contact the State Historical Fund outreach staff for assistance as soon as possible to avoid spending time preparing an application that may not meet this program's basic requirements. Applicants should contact State Historical Fund outreach staff as early as possible during the planning stages of a preservation project, preferably months before an application is submitted. Drafts for review are accepted until March 1, 2012. Contact State Historical Fund outreach staff at (303) 866-2825 or toll free at (877) 788-3780.