HOW TO APPLY

Historic Structure Assessment Grant

Organization & Contact Information

1. The following directions are organized by application tabs in the order that they are displayed.
2. Be prepared–have the applicant organization’s Federal Tax ID number ready.
3. Review the grant guidelines and application requirements here.
4. The Owner (if different), and a local official if the project is on private property.
5. The State Historical Fund is committed to diversity, equity, and inclusion rooted in history.
6. If your current project is not serving a BIPOC community, please leave this section blank.
7. BIPOC communities.
8. The State Historical Fund is a public trust agency committed to preserving our past.
9. You can apply for a cash match waiver. Please note that a cash match waiver is not guaranteed.
10. All figures must be in whole numbers for the 30 day reviews within the 24 month period.

Diversity, Equity & Inclusion

1. Check the box if this is your organization’s first time applying for an SHF grant. Please reach out to our staff if you are unsure.
2. One of our goals is to seek racial diversity, equity, and inclusion work.
3. If your project is being developed to serve a BIPOC community, along with two letters of support.
4. Provide information regarding how this project will significantly benefit/involve the People of Color (BIPOC) communities.
5. If the resource is not designated, please describe what steps are being taken to achieve historic designation boundary, please contact State Historical Fund Staff at 303-866-2825.
6. Provide period(s) of significance as listed in the historic designation. If not included or this does not apply, enter N/A.
7. List the Smithsonian site number for your resource. If unknown, contact the Office of Resource Description & Significance.
8. Provide a description of the resource, why its important, and how its changed over time.
9. Provide the resource’s historic name (located on designation paperwork).
10. If an additional consultant/engineer is being requested, explain what is occurring and why.

Project Description

1. Describe the project in 56,000 words or Less.
2. List your project team members. Detailed resumes for primary project participants.
3. Provide a description of the resource, why its important, and how its changed over time.
4. Include both historic and archaeological research. Please provide your sources.
5. Include a map outlining the property area.
6. Where will funding for the project come from after the Historic Structure Assessment? (If an additional consultant/engineer is being requested, explain what is occurring and why.
7. Where will funding for the project come from after the Historic Structure Assessment?
8. Project Team
9. Resource Description & Significance
10. Project Description

Scope of Work

1. The Scope of Work includes the required components of a HSA, which provides consultants and specialists guidance in preparing a Historic Structure Assessment.
2. The Annotated Scope of Work provides consultants and specialists guidance in preparing a Historic Structure Assessment.
3. The State Historical Fund is committed to diversity, equity, and inclusion rooted in history.
4. The Task A: On-Site Condition Assessment & Testing.
6. The Task C: Preparation of Final HSA.
7. The Task D: Reimbursable Expenses.
8. The Task E: Engineering or Consultant Services (Optional).
10. The Task G: Project Administration.

Budget

1. The Budget includes the required components of a HSA, which provides consultants and specialists guidance in preparing a Historic Structure Assessment.
2. The Budget Template includes the required components of a HSA, which provides consultants and specialists guidance in preparing a Historic Structure Assessment.
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Project Timeline

1. Accounted for possible delays within the 24 month agreement period.
2. I understand that SHF has 30 calendar days to complete review the deliverables (products) that will be required with this project and I have accounted for the 30 day reviews within the 24 month period.
3. I understand that the SHF agreement period is 24 months and this project will be completed within that time period.
4. I understand that SHF agreement with the State Historical Fund.

Agreement

1. Check or email us at 303-866- 2825 or hc_shf@state.co.us
2. Our Engagement Team is happy to help!
3. The Annotated Scope of Work is an obligation and failure to fulfill your obligations may result in loss of grant money.
4. There is a maximum grant request of $15,000.
5. There is a maximum grant request of $15,000.
6. There is a maximum grant request of $15,000.
7. There is a maximum grant request of $15,000.
8. There is a maximum grant request of $15,000.
9. There is a maximum grant request of $15,000.

Attachments

1. Include all attachments listed in the cash match waiver box.
2. BIPOC Cash Match: There is a maximum grant request of $15,000.
3. Cash Match: There is a maximum grant request of $15,000.
4. Cash Match: There is a maximum grant request of $15,000.
5. Cash Match: There is a maximum grant request of $15,000.

Private owners = 25%

Public agencies = 25%