**Michigan State Historic Preservation Office**

**Resilient Lakeshore Heritage Grant Program**

**Grant Application Questions**

**Updated April 11, 2022**

This document includes a copy of the application questions for the Resilient Lakeshore Heritage Grant Program. Note, this document is for **PLANNING PURPOSES ONLY**. **All applications must be submitted via the online application portal available at** [**https://www.miplace.org/historic-preservation/programs-and-services/lakeshore-heritage-grant/**](https://www.miplace.org/historic-preservation/programs-and-services/lakeshore-heritage-grant/). If you have questions or need assistance, please contact Alan Higgins, SHPO CLG Coordinator, at HigginsS3@michigan.gov.

|  |
| --- |
| 1. **BASIC PROJECT INFORMATION**
 |
|  |
| **Project Name***Provide a brief, descriptive name for your project (e.g, Storefront Rehabilitation of 151 Water Street).*Click or tap here to enter text.**Project Summary** *(100 words maximum)**Provide a brief (1-2 sentence) summary statement for your project that describes its general focus.*Click or tap here to enter text. |
| **Property Name***Identify the resource that is the focus of your project (e.g., Mark’s Candy Store or Lakeshore Museum). If the property is vacant or does not have an applicable name, leave this field blank.*Click or tap here to enter text. |
| **Property Address***Provide the complete street address for the property where work will occur.*Click or tap here to enter text.Street Address |
| Click or tap here to enter text.City  | Click or tap here to enter text.Zip Code |
| **Is the applicant the owner of the property?** |
| [ ]  Yes | [ ]  No |
| **PROPERTY OWNER INFORMATION (IF NOT THE APPLICANT)***Only complete this section if the applicant is not the property owner.*  |
| **Property Owner Name***Provide the name of the property owner.*Click or tap here to enter text. |
| **Owner Phone Number***Provide the phone number for the property owner.*Click or tap here to enter text. | **Owner Email***Provide the email for the property owner.*Click or tap here to enter text. |
| **Mailing Address**Click or tap here to enter text.Street Address |
| Click or tap here to enter text.Address Line 2 |
| Click or tap here to enter text.City, State  | Click or tap here to enter text.Zip Code |
| 1. **HISTORIC DESIGNATION**
 |
| *Please indicate if the property is listed in or has been determined eligible for the National Register of Historic Places, either individually or as part of a historic district. Please check all that apply.* |
| [ ]  Individually listed in the National Register[ ]  Contributing to a National Register district[ ]  Non-contributing to a NR district | [ ]  Determined eligible for individual listing[ ]  Determined eligible as part of a district[ ]  I don’t know |
| **Name of Related Historic District (if applicable)**Click or tap here to enter text. |
| **Is the property in a locally designated historic district?** |
| [ ]  Yes | [ ]  No | [ ]  I don’t know. |
| **If yes, identify the name of the local historic district, if known.**Click or tap here to enter text. |
| **Are you or do you anticipate also pursuing state or federal historic preservation tax credits for this property?** |
| [ ]  Yes | [ ]  No | [ ]  I don’t know yet. |
| 1. **GRANT FUNDING REQUEST**
 |
| *Indicate the grant amount requested and the amount of project match. These numbers should match the numbers you enter on your budget spreadsheet, which must be included as an attachment to the application.*  |
| **Grant Request***Identify the amount of grant funding being requested from SHPO. Minimum $30,000 and maximum $100,000.*Click or tap here to enter text. |
| **Project Match***Identify the amount of match funding being provided by the applicant. Applicants must provide a minimum 10% match for their project.* Click or tap here to enter text. |
| **Total Project Cost***This field will automatically calculate based on the indicated grant request and match.* |
| 1. **DETAILED PROPERTY INFORMATION**
 |
| **Construction Date***Identify the year (or approximate year) the building was constructed.*Click or tap here to enter text. |
| **Length of Ownership***Identify how long the current owner has owned the property. If the applicant is a lease, also identify how long the applicant has leased the property.*Click or tap here to enter text. |
| **Current Building Use***Briefly describe the current use of the building and how long it has been used for this purpose.*Click or tap here to enter text. |
| **Existing Restrictions***Briefly describe any liens, covenants, or restrictions currently placed on the property. Otherwise, leave this field blank.*Click or tap here to enter text. |
| **Total Square Footage of Building***Provide the total square footage of the building for which a project is proposed.*Click or tap here to enter text. |
| **Square Footage/Area to be Rehabilitated***Identify the approximate square footage or area anticipated to be rehabilitated or activated by the proposed project.*Click or tap here to enter text. |
| **Current Condition***Briefly describe the current character and conditions of the property, with a particular focus on those areas that will be addressed by the proposed project. Describe any other work recently completed to preserve the building and/or keep the building functional.*Click or tap here to enter text. |
| **Planning and Pre-Development Documents***If applicable, briefly describe any planning or pre-development studies (engineering studies, façade studies, etc.) that have been prepared for the property. Include a copy with the application. Otherwise, leave this field blank.*Click or tap here to enter text. |
| 1. **PROJECT DETAIL**
 |
| *In the following fields, please summarize your proposed goals and work. Applicants are encouraged to review the program manual for additional application instructions, guidance, and scoring criteria.***Goals and Measurable Outcomes***Briefly identify your primary project goals and the outcomes you hope to achieve through the project.*Click or tap here to enter text. |
| **Work Description***Clearly describe the work to be done and the major activities needed for the project to be successful. Please break out your description into major categories of work proposed (e.g., “roof repair,” “window replacement,” or “installation of fire suppression system”).*Click or tap here to enter text. |
| **Future Work***If applicable, identify if the proposed work is part of a phased or long-term project, including a brief summary and timeline for anticipated future work outside of this grant. Otherwise, leave this field blank.*Click or tap here to enter text. |
| 1. **PROJECT NEED**
 |
| *In the following fields, please summarize the need for your project. Applicants are encouraged to review the program manual for additional application instructions, guidance, and scoring criteria.* |
| **Needs Statement***Briefly describe why the project is needed. Describe any problems, issues, deficiencies, or challenges the project will address. If your property faces unique issues because of proximity to the lakeshore, describe those challenges.*Click or tap here to enter text. |
| **Community Identity***Briefly describe how your project/building contributes to the identity and success of the rural lakeshore community, including economic, social, and/or cultural vitality.*Click or tap here to enter text. |
| **Project Funding***Briefly describe why these grant funds are needed to make this project a success. What would happen if funding is not secured?*Click or tap here to enter text. |
| **Project Urgency***Briefly describe the urgency/timeliness of the project, including any immediate needs, concerns, and/or threats to be addressed by the project.*Click or tap here to enter text. |
| 1. **PROJECT IMPACT**
 |
| *In the following fields, please summarize the anticipated impact of your project. Applicants are encouraged to review the program manual for additional application instructions, guidance, and scoring criteria.* |
| **Property Impact***Briefly describe how the project will positively impact the property, including how the project contributes to long-term preservation and use of the building.* Click or tap here to enter text. |
| **Application Impact/Future Use***Briefly describe how the project will support continued and/or enhanced use of the property by the applicant or owner. What benefits will the applicant/owner gain from the project?*Click or tap here to enter text. |
| **Community Impact***Briefly describe the potential economic, social, and/or cultural impacts of the project in the community.*Click or tap here to enter text. |
| **Project Support***If applicable, briefly describe the relationship of this project to other community activities and/or support from community organizations. You also have the option to include letters of support as an attachment.*Click or tap here to enter text. |
| 1. **PROJECT FEASIBILITY**
 |
| *In the following fields, please describe project readiness and feasibility. Applicants are encouraged to review the program manual for additional application instructions, guidance, and scoring criteria.* |
| **Project Timeline***Briefly describe how the applicant will successfully complete the project within the given timeframe and resources. This brief narrative should complement the draft work schedule included as an attachment.*Click or tap here to enter text. |
| **Budget***Briefly describe how you determined the amount of grant funding to request, including cost estimates received. Also, briefly describe funding sources that will be used to pay expenses as they become due and whether those funds are secured.*Click or tap here to enter text. |
| **Experience***As applicable, briefly describe any previous experience in working on historic preservation projects and/or administering grant projects. Indicate your willingness to comply with program guidelines and requirements.*Click or tap here to enter text. |
| **Readiness***Briefly describe if the applicant is immediately ready to proceed with the project if a grant is awarded, or what would need to happen to be ready to proceed.*Click or tap here to enter text. |

**Exhibits and Attachments**

Budget Worksheet

Draft Schedule Worksheet

Resolution or Letter of Certification

Deed/Ownership Information

Financial Verification

Property Photographs

Project Site Map

Project Documentation

Cost Estimates/Quotes

Letters of Support