



Resilient Lakeshore Heritage Grant Program

Sign In/Sign Up Instructions

For New Users:

By clicking **Sign Up**, you will be prompted to enter your email address and create a password. Once you have chosen your password, your account will be created and you will gain access to the application portal.

For Returning Users:

Sign into the application portal using the email address and the password you created when you originally signed up. If you have forgotten your password, click "**Forgot your password?**" and follow the prompts to reset your password.

Sign In

Email

Password

Log In

[Forgot your password?](#)

Need an Account?

Sign Up

Step 1: Click the "sign up" button to start an application.



[Return to Login](#) ➔

Resilient Lakeshore Heritage Grant Program

Sign In/Sign Up Instructions

For New Users:

By clicking **Sign Up**, you will be prompted to enter your email address and create a password. Once you have chosen your password, your account will be created and you will gain access to the application portal.

For Returning Users:

Sign into the application portal using the email address and the password you created when you originally signed up. If you have forgotten your password, click "**Forgot your password?**" and follow the prompts to reset your password.

Sign Up

Enter an email address and choose a password to create a new account.

Email

Password

- ✱ Must contain at least one lowercase letter
- ✱ Must contain at least one uppercase letter
- ✱ Must contain one number
- ✱ Must be between 8 and 32 characters
- ✱ Must not be an email address

Confirm password

- ✱ Passwords must match

Sign Up

Step 2: Enter your information and click the "sign up" button to confirm your account.



Lakeshore Heritage Grant Program

Welcome, higinss3@michigan.gov



Thank you for your interest in the Michigan State Historic Preservation Office's Resilient Lakeshore Heritage Grant Program.

Please click **"Create a Profile to Get Started"** to begin. You can always edit your Profile later by clicking "Edit."

You cannot start your grant application until you have completed your Profile.

[Create a Profile to Get Started](#)

Step 3: Click the "Create a Profile to Get Started" to begin filling out applicant information.

POWERED BY
wizehive



Profile ▾

Save Draft

Create Profile

Applicant Information

Please provide the following information for the grant applicant.

Note that the Resilient Lakeshore Heritage Grant Program is only available to eligible applicants in certain Michigan communities. These communities can be found on the main program website, available at <https://www.mplace.org/historic-preservation/programs-and-services/lakeshore-heritage-grant/>.

If you have questions about your eligibility, please contact Alan Higgins of the State Historic Preservation Office at higginsS3@michigan.gov.

Applicant Name *

Provide the name of the entity or person applying for the grant. For organizational, municipal, and business applicants, please provide the full legal name of your organization.

Applicant Type *

Contact Person/Project Coordinator *

Provide the name of the person who will serve as the local project coordinator and point of contact with SHPO.

Contact Title

Step 4: Fill out all fields to successfully complete your applicant profile.

Sponsorship Information (if applicable)

Only complete this section if you are with an organization that is applying on behalf of a private property or business owner and will be responsible for administering the grant, if awarded. Otherwise, skip this section.

Sponsored Entity/Person *

Provide the name of the person or business entity who the sponsoring organization is supporting.

Contact Person *

Provide the name of the primary contact for the sponsored entity.

Contact Phone Number *

Provide the phone number for the contact person.

Contact Email *

Provide the email for the contact person.

Sponsored Entity Street Address *

Provide the complete mailing address for the sponsored entity.

Sponsored Entity Street Address 2

City *

State *

Zip Code *

Step 4a (if applicable): If you are an organization applying on behalf of a private property or business owner, you will also need to provide information for the entity/person being sponsored.

If the applicant is a business or organization, indicate the contact's role (e.g., owner, director, chief financial officer). Otherwise, leave this field blank.

Contact Phone Number *

Provide the 10-digit phone number for the primary contact person.

Contact Email *

Provide the email for the primary contact person.

Applicant Street Address *

Provide the complete mailing address for the grant applicant.

Applicant Street Address 2

City *

State *

Zip Code *

Step 5: Once you've completed your profile, click the "Create Profile" button.

[Save Draft](#)

[Create Profile](#)



Thank you for your interest in the Michigan State Historic Preservation Office's Resilient Lakeshore Heritage Grant Program.

Please click **"+Create a Profile to Get Started"** to begin. You can always edit your Profile later by clicking "Edit."

You cannot start your grant application until you have completed your Profile.

Profile

Complete

Edit

Now that you have created your profile, you can work on your grant application.

To begin, click **"+Get Started"** below. If you do not finish your grant application, you can save your progress and return to work on it later. All applications must be submitted via this portal by **September 1, 2022**, for consideration. No late applications will be accepted.

When you return to this page, you can see the status of your submission by the status bar below the submission card.

- If the status bar is **gray**, your submission is under review, and no action needs to be taken.
- If the status bar is **blue**, there is an action required. Click on the card to complete.
- If the status bar is **red**, there is an error. Please reach out to the administrator of this program.



Get Started

Step 6: Once you've completed your profile, you'll be able to start entering your project information by clicking the "+Get Started" button.



Order by: Newest to Oldest ▾

SHPO Test2

Application Intake

Submit

- If you have not already done so, please review the Grant Program Manual and instructions at <https://www.mplace.org/historic-preservation/programs-and-services/lakeshore-heritage-grant/> prior to completing your application.
- Click "**Open**" below to work on your grant application.
- Once you have completed the grant application, the "**Submit**" button to the right will become green and clickable. **The submission is not full**
You must click the "**Submit**" button for you
- Once you click "**Submit**," the application will be submitted and you will need to edit it in advance of contact Alan Higgins at higginsS3@michigan.gov

Step 7: If this is your first application, you'll have a bar similar to that below. Click the "Open" button to open the form and provide your project information.

Applications

Action Required

Open



Applications ▾

Save Draft

Mark Complete

Close

IMPORTANT APPLICATION INSTRUCTIONS

- Carefully read the program guidelines, application instructions, and related materials available at <https://www.mplace.org/historic-preservation/programs-and-services/lakeshore-heritage-grant/> before completing the grant application.
- Please make sure all necessary information is included with your submission, including required attachments and supporting materials as outlined in the program guidelines. Please use the provided templates.
- If needed, you can save a draft of your application and return to it later by clicking "**Save Draft**" at the top or bottom of the page.
- When you are finished with your application, please click the blue "**Mark Complete**" button at the top or bottom of the page. You will then return to the main page and click the green "**Submit**" button to officially submit the application for SHPO review. All applications must be submitted by **September 1, 2022** for funding consideration.
- If you have questions, please contact Alan Higgins at higinss3@michigan.gov **before** submitting your application.

Section 1. Basic Project Information

Project Name *

Provide a brief, descriptive name for your project (e.g., Storefront Rehabilitation of 151 Water Street).

Project Summary *

Step 8: Complete your project application by filling in the required and optional fields, as appropriate.


Required Exhibits

Please see the program manual and website for detailed discussion and instructions for attachments. Several attachments have specific templates that must be used. All templates are available here: <https://www.mplace.org/historic-preservation/programs-and-services/lakeshore-heritage-grant/>.

If you have issues uploading attachments or have more attachments than can be uploaded, please contact Alan Higgins at higginsS3@michigan.gov as soon as possible.

Exhibit A: Budget Worksheet *

Submit your draft project budget using the provided worksheet template.

 Select a file





Exhibit B: Draft Schedule Worksheet *

Submit your draft schedule using the provided schedule worksheet.

 Select a file





Exhibit C: Resolution or Letter of Certification *

Recommended templates are provided at the program website. Please submit all files as a single PDF.

 Select a file





Exhibit D: Deed/Ownership Information *

Provide a copy of the property deed or other acceptable ownership verification (see the grant manual). If the applicant does not own the property, be sure to also attach the required ownership authorization. Please submit as a single PDF.

 Select a file






Exhibit E: Financial Verification *

Following the instructions in the grant manual, provide verification of funding to be used for the project.

 Select a file



Supporting Documentation

Please see the program manual for detailed instructions and helpful guidance.

Property Photographs *

Provide photographs showing current conditions of the property, including areas to be addressed by the project. See the manual for additional guidance.

Step 9: Upload required exhibits and supporting documentation using the instructions and templates provided in the grant program manual.

Supporting Documentation

Please see the program manual for detailed instructions and helpful guidance.

Property Photographs *

Provide photographs showing current conditions of the property, including areas to be addressed by the project. See the manual for additional guidance.

+ Select a file

MI_Photos_Page_2.jpg

Project Site Map *

Provide at least one map showing the project in its setting.

+ Select a file

MI_Photos_Page_2.jpg

Project Documentation *

Provide copies of any project documentation that has been prepared (e.g., plans and specs, renderings, renderings, facade studies, engineering studies, etc.)

+ Select a file

MI_Photos_Page_2.jpg

Cost Estimates/Quotes

Provide any cost estimates/quotes used in preparing your project budget. Please combine all estimates/quotes into a single PDF.

+ Select a file

Letters of Support

Provide copies of any letters of support you've received.

+ Select a file

Applicant Verification

By submitting this application, I confirm that if my project is selected I will be required to complete the project outlined in the grant manual.

Yes

Step 10: Once you have completed the application and are satisfied with your response, click the “Mark Complete” button to finish the application. If you have missed any required fields, you will receive an on-screen warning and instructions on which fields need completion.

Alternatively, you may also elect to click “Save Draft” to save the current version of the application and finish later.

I understand that if my application is selected, I will be required to complete the project outlined in the grant manual. I understand that if my project is selected I will be required to complete the project outlined in the grant manual.

Save Draft

Mark Complete

Close



Thank you for your interest in the Michigan State Historic Preservation Office's Resilient Lakeshore Heritage Grant Program.

Please click **"Create a Profile to Get Started"** to begin. You can always edit your Profile later by clicking "Edit."

You cannot start your grant application until you have completed your Profile.

Profile

Complete

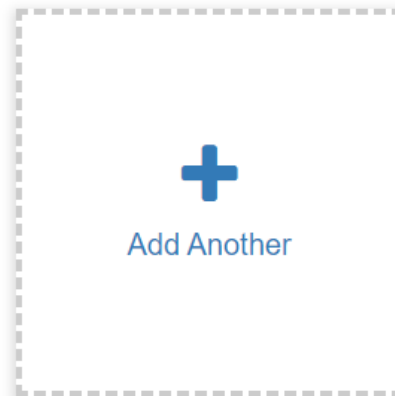
[Edit](#)

Now that you have created your profile, you can work on your grant application.

To begin, click **"Get Started"** below. If you do not finish your grant application, you can save your progress and return to work on it later. All applications must be submitted via this portal by **September 1, 2022**, for consideration. No late applications will be accepted.

When you return to this page, you can see the status of your submission by the status bar below the submission card.

- If the status bar is gray, your submission is under review, and no action needs to be taken.
- If the status bar is blue, there is an action required. Click on the card to complete.
- If the status bar is red, there is an error. Please reach out to the administrator of this program.



Step 10a (optional): If you've saved your application to finish later, you can access it at anytime from the main application window.



Order by: Newest to Oldest ▾

SHPO Test2 - SHPO Test2

Application Intake

- If you have not already done so, please review the Grant Program <https://www.mplace.org/historic-preservation/programs-and> prior to completing your application.
- Click "Open" below to work on your grant application.
- Once you have completed the grant application, the "Submit" button will be visible and clickable. **The submission is not fully submitted until you click the "Submit" button.** You must click the "Submit" button for your application to be considered.
- Once you click "Submit," the application will no longer be editable. If you have submitted your application and need to edit it in advance of the application deadline of **September 1, 2022**, please contact Alan Higgins at higginsS3@michigan.gov.

Step 11: After you click the "Mark Complete" button on the application, you'll be returned to this screen. You **must** click the green "Submit" button to formally submit your application to SHPO for consideration.

Submit

Applications

Complete

Edit



Order by: Newest to Oldest ▼

SHPO Test2 - SHPO Test2

Application Intake

Thank you for submitting your grant application for the Resilient
Your submission is now under review. You will be contacted if and
proceed with consideration of your application.

Applications

Step 12: Once submitted, you'll receive an onscreen and email confirmation that your application has been provided to SHPO. You can still view your application by clicking the "View" button, but you can no longer edit it. If you need to edit a submitted application prior to the due date, contact SHPO as soon as possible.

This has been submitted.

[View](#)