



City of  
Louisville

## Historic Preservation Program

### PRESERVATION & RESTORATION GRANT APPLICATION

#### APPLICATION MATERIALS REQUIRED (submit final docs to [abrackett@louisvilleco.gov](mailto:abrackett@louisvilleco.gov))

- ☐ Application form (3 pages)
- ☐ Separate list with detailed descriptions of proposed work
- ☐ Alteration Certificate Application, if relevant (for work that alters the exterior of a property)
- ☐ Optional: Cover letter describing the proposal
- ☐ Optional: Invoices, estimates, and other cost-related materials to support request

#### GENERAL INFORMATION

Site Address: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Owner Phone: \_\_\_\_\_

Owner Email: \_\_\_\_\_

Owner Representative Name: \_\_\_\_\_

Owner Rep. Phone: \_\_\_\_\_

Owner Rep. Email: \_\_\_\_\_

#### FILLING OUT THE GRANT TABLE ON PAGE 2

**Column 1:** Give a title to each line item. Include the same title in your list of descriptions of the work so that it is clear which description corresponds to which estimate.

**Column 2:** Provide the total cost of the line item.

**Column 3:** Check if relevant. Work completed within the past 5 years prior to landmarking is eligible for grants.

**Total Project Cost:** Fill in the total cost of all of the line items.

**Half of Total:** Divide the total project cost in half. This becomes your Total Grant Request. Preservation & Restoration Grants are 50/50 matching grants.

**Grant requests greater than maximum allowed:** If the Total Grant Request is greater than the maximum allowed, you must submit a letter describing your request. Applications for grants above the maximum must begin with a specific meeting with staff to discuss the request above maximum.

## GRANT TABLE

| 1                                                                                                                              | 2                       | 3                                                     |
|--------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------|
| Title of Line Item                                                                                                             | Total Cost of Line Item | Check box if work will be completed prior to hearing. |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
|                                                                                                                                |                         | <input type="checkbox"/>                              |
| <b>Total Project Cost:</b>                                                                                                     |                         |                                                       |
| <b>Half of total:</b>                                                                                                          |                         | <b>← Total Grant Request</b>                          |
| If Total Grant Request is greater than the maximum allowed, you must first meet with staff as part of the application process. |                         |                                                       |

**The Property Owner (or Grantee) hereby agrees and acknowledges that:**

- A. Funds received as a result of this application will be expended as reimbursements of up to half of actual expenses and must be completed within established timelines.
- B. Awards from the Historic Preservation Fund may differ in type and amount from those requested on an application.
- C. Recipients must submit their project for any required design review by the Historic Preservation Commission and acquire any required building permits before work has started.
- D. All projects are subject to zoning and building code review and approval of a grant does not constitute building permit approval.
- E. All work approved for grant funding must be completed even if only partially funded through this incentives program.
- F. Unless the conditions of approval provide otherwise, disbursement of grant or rebate funds will occur after completion of the project and shall be accompanied by proof of payment. Reimbursements are processed as payments to the Property Owner or Grantee.
- G. The incentive funds may be considered taxable income and Applicant should consult a tax professional if they have questions.
- H. The grant application will be reviewed in accordance with all relevant City policy, including but not limited to the categories of eligible expenses described below.

Eligible expenses fall into one or more of the categories below. Interior improvements for protection, stabilization, or code-required work are eligible for grants. Other interior improvements are not.

- **Preservation** applies methods to sustain existing form, integrity, and materials. Approved work focuses on repairing exterior historic materials and features rather than extensive replacement and new construction.
- **Rehabilitation** facilitates new uses and standards for a building through repair, alterations, and additions that preserve those portions or features that convey its historical, cultural, or architectural significance. Rehabilitation acknowledges the need to alter or add to a historic property while retaining the property's historic character. Upgrading mechanical, electrical, and plumbing systems and other code-related work may be considered rehabilitation.
- **Restoration** accurately depicts the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

**SIGNATURES AND DATES**



4/8/4024

Owner (or Grantee) Signature

Date

If Grantee is not Property Owner, describe relationship to property:

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**CITY USE ONLY – INTAKE VERIFICATION**

- ☐ Table is filled out completely
- ☐ List of Line Item Descriptions is attached
- ☐ Title of Line Items matches Line Item Description Addendum
- ☐ Accompanied by Alteration Certificate, if needed
- ☐ Line items correspond to one of the 3 eligible categories (preservation, restoration, rehabilitation)
- ☐ Applicant has met with staff if grant request is above maximum allowed

# 1209 Main Street

Revised: 4/1/24

Preservation & Restoration grant requests highlighted

| High Priority                                                 |          |      |           |           |           |
|---------------------------------------------------------------|----------|------|-----------|-----------|-----------|
| Task                                                          | Quantity | Unit | Unit Cost |           | Total     |
| 3.2 Structural Systems                                        |          |      |           |           |           |
| Determine source of leak by sprinkler control box, and repair | 1        | EA   | \$        | 1,000.00  | \$ 1,000  |
| 3.4 Envelope - Roofing and Waterproofing                      |          |      |           |           |           |
| Redirect Downspouts away from building                        | 1        | EA   | \$        | 2,500.00  | \$ 2,500  |
| Foundation waterproofing                                      | 1        | EA   | \$        | 10,500.00 | \$ 10,500 |
| 3.8 Electrical Systems                                        |          |      |           |           |           |
| Evaluate electrical system                                    | 1        | EA   | \$        | 1,000.00  | \$ 1,000  |
| Electrical system repairs                                     | 1        | EA   | \$        | 10,000.00 | \$ 10,000 |
| Subtotal High Priority Costs                                  |          |      |           |           | \$ 25,000 |
| Other                                                         |          |      |           |           |           |
| Permits, Contractor O&P, Professional fees                    | 15%      |      |           |           | \$ 3,750  |
| Subtotal                                                      |          |      |           |           | \$ 28,750 |
| Contingency                                                   | 10%      |      |           |           | \$ 2,875  |
| Total High Priority Costs                                     |          |      |           |           | \$ 31,625 |

| Low to medium Priority                                                     |          |      |              |       |        |
|----------------------------------------------------------------------------|----------|------|--------------|-------|--------|
| Task                                                                       | Quantity | Unit | Unit Cost    | Total |        |
| 3.1 Site                                                                   |          |      |              |       |        |
| Fencing repair                                                             | 1        | EA   | \$ 1,500.00  | \$    | 1,500  |
| Install drainage at rear and sides of home                                 | 1        | EA   | \$ 2,500.00  | \$    | 2,500  |
|                                                                            |          |      |              |       |        |
| 3.2 Structural System                                                      |          |      |              |       |        |
| Redesign front porch floor to prevent water infiltration into the basement | 1        | EA   | \$ 8,500.00  | \$    | 8,500  |
| Reinforce floor, ceiling and roof framing                                  | 1        | EA   | \$ 16,000.00 | \$    | 16,000 |
|                                                                            |          |      |              |       |        |
| 3.3 Envelope - Exterior Walls                                              |          |      |              |       |        |

|                                                                                                            |      |    |    |           |    |        |
|------------------------------------------------------------------------------------------------------------|------|----|----|-----------|----|--------|
| Remove alumn siding and repair historic stucco siding on walls, repair soffits, and fascia                 | 2500 | SF | \$ | 12.50     | \$ | 31,250 |
|                                                                                                            |      |    |    |           |    |        |
| 3.7 Mechanical Systems                                                                                     |      |    |    |           |    |        |
| Evaluate the furnace to determine if systems are functioning properly with adequate air intake and exhaust | 1    | EA | \$ | 800.00    | \$ | 800    |
| Subtotal Construction Costs                                                                                |      |    |    |           | \$ | 60,550 |
|                                                                                                            |      |    |    |           |    |        |
| ** Hazardous Material Abatement                                                                            |      |    |    |           |    |        |
| Budget estimate                                                                                            | 1    | EA | \$ | 12,000.00 | \$ | 12,000 |
|                                                                                                            |      |    |    |           |    |        |
| Subtotal Hard Construction Costs                                                                           |      |    |    |           | \$ | 72,550 |
|                                                                                                            |      |    |    |           |    |        |
| Other                                                                                                      |      |    |    |           |    |        |
| Permits, Contractor O&P, Professional fees                                                                 | 15%  |    |    |           | \$ | 10,883 |
| Subtotal                                                                                                   |      |    |    |           | \$ | 83,433 |
| Contingency                                                                                                | 10%  |    |    |           | \$ | 8,343  |
| Total Low Priority Costs                                                                                   |      |    |    |           | \$ | 91,776 |



