

SUBGRANT PROGRAM DESCRIPTION

WEST VIRGINIA STATE HISTORIC PRESERVATION OFFICE

NAME OF GRANT PROGRAM: ENDANGERED HISTORIC PROPERTIES FUND

PROGRAM PURPOSE: To provide emergency funding through a grant for the preservation of threatened and endangered historic and prehistoric structures and sites.

FUNDING SOURCE: As HPF funding levels allow, office may institute this program.

GUIDELINES/ REGULATIONS: All project must comply with the (1) All applicable Secretary of the Interior's Standards; (2) Labor standards and, when applicable, the prevailing wage rates as established by the West Virginia Department of Labor.

Grants will be available upon approved requests and based on the availability of funds.

ALLOWABLE ACTIVITIES

STABILIZATION: Applying measures designed to reestablish the weather resistant enclosure and the structural stability of an unsafe or deteriorated property while maintaining the essential form as it exists at present.

PROTECTION: Applying measures designed to affect the physical condition by defending or guarding it from deterioration, loss or attack, or to cover or shield the property from danger or injury. This is usually of a temporary nature, and anticipate future preservation treatment.

HISTORIC STRUCTURE REPORTS: Description of existing conditions required prior to development of a historic resource.

FEASIBILITY STUDY: A detailed physical investigation and analysis of a historic property conducted to determine the financial, technical, or economic advisability of a proposed project and/or alternate courses or action.

DATA RECOVERY: Excavating the site to study the information it contains and translating that information from the form it takes in the ground into books, maps, notes, and other forms that can be consulted by scholars in the future before the site is destroyed.

DOCUMENTATION: A detailed record, in the form of a report or other written document, of the historic context(s) and significance of a property for purposes of research and interpretive purposes and for conversation in cases impending destruction.

Any other project where emergency funding will assist with the preservation of a historic site.

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ELIGIBILITY CRITERIA

SPONSOR ELIGIBILITY:

1. Sponsor must own the property;
OR
Sponsor must be leasing or renting the property and have written permission from the owner to conduct the work;
OR
Sponsor must have a commitment with the owner to purchase the property.
2. Sponsor must demonstrate the ability to successfully implement the project.
3. Sponsor must be an organization, property owner or public agency.

PROPERTY ELIGIBILITY:

1. The property must be individually listed in the National Register of Historic Places or be a contributing structure in a National Register Historic District.

PROJECT ELIGIBILITY:

1. The site must demonstrate immediate threat or recent catastrophic event that has impacted the resource.
2. The funds must be able to adequately address the situation.

SELECTION CRITERIA

If the project is an ALLOWABLE ACTIVITY; the property, sponsor and project meet ELIGIBILITY CRITERIA; the sponsor is willing to abide by GRANT CONDITIONS; and funds available, it will be selected for funding.

APPLICATION PROCEDURES

Letters of request must be sent
to the Endangered Historic
Properties Fund At:

Historic Preservation Office
Division of Cultural & History
The Cultural Center
1900 Kanawha Blvd., E.
Charleston, WV 25305
304/558-0220

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SELECTION PROCESS

Letters must include:

1. A complete description of the project.
2. The nature of the emergency and evidence that the property will face destruction or irreversible damage without assistance.
3. Proof of ownership.
4. A letter of support from the property owner, if the owner is not the project sponsor.
5. Evidence that this project would provide a solution to the situation.
6. A request for funds (a specific amount).

The following procedure shall be followed:

1. The National Register and Survey Coordinator will evaluate PROPERTY ELIGIBILITY.
2. The Grants Coordinator will evaluate SPONSOR ELIGIBILITY.
3. The Architectural Coordinator will evaluate PROJECT ELIGIBILITY.
4. The Deputy State Historic Preservation Officer will make recommendations of amount and conditions of the grant to the State Historic Preservation Officer.
5. The State Historic Preservation Officer will either issue the grant or send a letter explaining why it cannot be funded.

The State Historic Preservation Officer will submit a complete report of all the requests, funded projects, denials and reasons for denial to the Archives and History Commission at each of their meetings.

GRANT CONDITIONS

The owner of the property must sign the contract as prepared by the State Historic Preservation Office staff. The owner of the property must sign a Letter of Agreement that will protect the site in the future. The recipient of the grant must provide to the Division of the Culture and History a report describing the results of the project within sixty days of the completion of the project.

The activity that is the subject of this program description has been financed with Federal funds from the National Park Service, Department of the Interior. The program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally Assisted Programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, DC 20240.