

# FREDERICK COUNTY

## FY2021 RURAL HISTORIC PRESERVATION GRANT APPLICATION

**Due: February 26, 2021**

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### Instructions

Please refer to the *Frederick County Rural Historic Preservation Grant Program Application Instructions* **before** completing the application. The instructions contain directions to help you respond to each section below and detail what information is required. The instructions are available online or you may request a paper copy by sending an email to [AWhitmore@FrederickCountyMD.gov](mailto:AWhitmore@FrederickCountyMD.gov) or by calling 301-600-1147.

### Filing Instructions

You **MUST FILE** a complete application for your grant application to be reviewed. Follow the instructions below so that your application is complete upon submission.

1. Fill out **ALL SECTIONS** of this form.
2. Attach **ALL MATERIALS** listed on page 7 of this form.
3. Submit this form and all corresponding materials **BY EMAIL** to [RuralHPGrant@frederickcountymd.gov](mailto:RuralHPGrant@frederickcountymd.gov) or **BY MAIL** to:

**Livable Frederick Planning & Design Office**  
**30 North Market Street, 3<sup>rd</sup> Floor**  
**Frederick, Maryland 21701**  
**ATTN: Amanda Whitmore**

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### Historic Property

Historic Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

\_\_\_\_\_

**Building Information**

Date(s) of Construction (can be approximate): \_\_\_\_\_

Is the building listed in the County Register of Historic Places?

Yes       No, but determined eligible       No

Is the building listed in the National Register of Historic Places?

Yes       No, but determined eligible       No

**Applicant Contact Information**

Contact Name: \_\_\_\_\_

Organization Name (if applicable): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Owner Information** (if different from applicant)

Contact Name: \_\_\_\_\_

Organization Name (if applicable): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project Description:** Provide a succinct description of your project in the space provided.

**Describe the historical and cultural significance of the resource(s).** 0-10 points

**Describe the project's urgency of need for financial assistance.** 0-10 points

**Describe how historically significant material or details will be retained in the project.**

0-15 points

**Describe the provision for long-term resource preservation inherent in the project.** 0-15

points

**Describe your readiness to initiate and complete the project.** 0-10 points

**Describe your administrative capability.** 0-10 points

**Budget:** Provide a work item/cost breakdown of your proposed project. See the instructions on how to complete the table. Attach contractor estimate(s) with your application.

| WORK ITEM     | GRANT | APPLICANT CONTRIBUTION |         |         | TOTAL COST |
|---------------|-------|------------------------|---------|---------|------------|
|               |       | CASH                   | IN-KIND | DONATED |            |
|               |       |                        |         |         |            |
|               |       |                        |         |         |            |
|               |       |                        |         |         |            |
|               |       |                        |         |         |            |
|               |       |                        |         |         |            |
|               |       |                        |         |         |            |
|               |       |                        |         |         |            |
| <b>TOTALS</b> |       |                        |         |         |            |

**Amount of funding requested:** \$ \_\_\_\_\_ (\$50,000 max request amount)

## Required Attachments

The following attachments are **required** with the grant application. See the *Frederick County Rural Historic Preservation Grant Program Application Instructions* for a full description of each item.

1. **Contractor Estimate(s)**
2. **Photographs:** Include no more than 20 images in .jpeg format that adequately document the property and project. Photos should be submitted digitally or via mail on a flash drive. Label and date every image. See Instructions, page 11, for how to include and format your photographs.
3. **Determination of Eligibility (DOE) Proof:** Provide a letter of determination from the Frederick County Historic Preservation Commission for listing on the County Register of Historic Place if not already listed and/or provide the DOE form from the State regarding National Register eligibility.
4. **Proof of non-profit status** (for non-profit, tax-exempt organizations) IRS 501 (c)(3) certification is preferred.
5. OPTIONAL Applicable preservation plans, reports, evaluations, or maintenance plans.

## Certification

If you are submitting your application via **EMAIL** you must check the box below to certify your application.

I am submitting this Application digitally. I am applying for a 2021 Frederick County Rural Historic Preservation Grant and am authorized to submit this application on behalf of the Applicant. I certify that the information presented in this Application is complete and accurate and I am authorizing Frederick County to accept the submittal for review and potential award. I hereby certify that I will comply with the conditions set forth in this application and the instructions. In the event grant assistance is received, I agree to the conditions and procedures outlined in this application and the Frederick County Rural Historic Preservation Grant Program Guidelines, specifically the requirement for Historic Site Designation and oversight of the project by Frederick County staff.

I further understand that upon submission to the County, I relinquish sole rights to ownership or control over the photographs and digital images I am submitting and that the photographs shall become the property of the County upon receipt by the County.

**Applications must be submitted via e-mail to [RuralHPGrant@frederickcountymd.gov](mailto:RuralHPGrant@frederickcountymd.gov) by midnight February 26, 2021.**

If you are submitting a **PAPER COPY** of the application you must sign and enter the date in the box below. Do **NOT** bind your application and include a flash drive of your photographs.

**Applications must be postmarked by 4:00 p.m. on February 26, 2021.**

By signing this application, I certify I am applying for a 2021 Frederick County Rural Historic Preservation Grant and am authorized to submit this application on behalf of the Applicant. I certify that the information presented in this Application is complete and accurate and I am authorizing Frederick County to accept the submittal for review and potential award. I hereby certify that I will comply with the conditions set forth in this application and the instructions. In the event grant assistance is received, I agree to the conditions and procedures outlined in this application and the Frederick County Rural Historic Preservation Grant Program Guidelines, specifically the requirement for Historic Site Designation and oversight of the project by Frederick County staff.

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|                 |                    |
|-----------------|--------------------|
| Applicant Name: |                    |
| Signature:      | Date: (mm/dd/yyyy) |

*Livable Frederick Planning & Design Office  
Attention: Amanda Whitmore  
30 North Market Street, 3<sup>rd</sup> Floor  
Frederick, MD 21701*