

## 2017 Historic Ellicott City Revitalization Grant Program

*A joint grant program of Preservation Maryland (PM) and Historic Ellicott City, Inc. (HEC)*

**Background:** The Historic Ellicott City Revitalization Grant Program (RGP) will provide direct assistance for the rehabilitation and preservation of properties, and the promotion of cultural resources within the Ellicott City Historic District boundaries (see attached map). **Non-profit organizations, religious institutions, and county agencies are eligible to apply.**

**Projects Eligible for Funding:** Eligible projects fall into three broad categories: (1) repair and rehabilitation, (2) public programming and (3) planning.

Repair and rehabilitation is the priority funding category in 2017.

*Examples of projects eligible for grant support:*

- Stabilization and/or rehabilitation of historic properties and materials
  - Ex: Repairing historic windows; roof repair; repainting; repointing, etc.
- Architectural plans, structural assessments and historic structure reports
- Projects benefiting archaeological resources
  - Ex: Archaeological field studies; curatorial services
- Educational, research, and planning efforts related to resource preservation
  - Ex: Updated National Register listings
- Public programming emphasizing Ellicott City's unique heritage
  - Ex: Historic walking tours; historic concerts; speakers series, etc.
- Programming focused on connecting visitors to the city and region's heritage
  - Ex: Planning a heritage themed event to coincide with larger program.
- Enhancing public interpretation
  - Ex: Improving wayside signage; updating exhibition materials; publication of walking tour guides

**Grant Criteria:** The following criteria will be used by the selection committee to evaluate and select projects for funding, on a competitive basis, that meet the priorities of the RGP.

- Relative historical and cultural significance of the resource(s)
- Urgency of the need for financial assistance
- Provision for long-term resource preservation
- Administrative capability of the applicant; matching funds in-hand
- Extent to which the project stimulates or promotes other preservation activities
- Educational value of the project
- Innovative value of the project
- Extent to which the project leverages other sources of financial assistance
- Readiness of the applicant to initiate and complete the project

## Terms & Conditions of Funding:

Grant Amounts: \$2,500 to \$10,000

1. Funds will be disbursed on a reimbursable basis, unless otherwise jointly agreed upon by HEC and PM.
  - a. Before-and-after photo documentation is required for capital grants.
2. When relevant, all work must comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties.
  - a. A proposed treatment plan for these projects should be reviewed by Preservation Maryland staff in advance of project completion to ensure compliance with the Standards.
  - b. Capital projects will remain subject to Howard County Historic District Commission review.
  - c. Before-and-after photo documentation and in-person site visits should confirm that the plan was carried out in compliance.
3. A cash or in-kind match of at least 10% is required.
  - a. Projects with match exceeding 10% will be considered more favorably
4. Any materials or publicity produced in relation to the project must include the following citation: "Funding for this project was provided in part by Preservation Maryland and Historic Ellicott City, Inc." Copies of the materials should be submitted to Preservation Maryland.
5. Projects receiving funding for the repair or rehabilitation of historic resources will prominently post a sign (to be provided by Preservation Maryland) noting the source of funds for 120 days following completion.
6. Projects must be completed within one year of grant approval.

How to Apply: To apply, download the PDF application and save it to your computer, complete all questions on the application and gather all supplementary materials in a digital format. Email the completed PDF form application and all supplementary materials to: [submit@presmd.org](mailto:submit@presmd.org)

## Required supplementary materials include:

- Proof of organizational financial capacity (i.e. latest financial statement, bank statement, etc.)
- IRS determination letter of tax-exempt status or letter on county letterhead affirming authority to apply for funds
- Project budget including all project expenses and in-hand, in-kind or pledged funding
- Relevant guiding documents: plans, estimates, and proposals from contractors or consultants
- Minimum of two representative digital photographs of the project
- Letters of support are not required but are greatly encouraged and helpful to grant reviewers

