

GRANTS

Historic Improvement Project - Grant Guidelines

Since 1997 the Historical Improvement Program of Butte CPR has granted over \$25,000 in assistance for facade improvements that honor the historic character of the buildings throughout Butte. All of these funds are *generated by donations and other CPR programs*. None of the money is from government grants or agencies. Specific sponsorship by the **Butte Board of Realtors** at \$500 per year for 2004, 2005, 2006, and 2007 and by **U.S. Bank** for \$1000 in 2008 and 2010, the **Butte-Silver Bow Community Foundation** for \$500 for 2010, and more than \$4600 from the **Vernacular Architecture Forum** in 2010 is gratefully acknowledged.

Butte Citizens for Preservation and Revitalization, a non-profit organization dedicated to the preservation of historic buildings in Butte, has set aside a portion of its revenue for grants to eligible applicants for facade improvements. The goal of the Historic Improvement Program of Butte CPR is to preserve and promote the structural integrity and historic character of exterior architecture of historic buildings in Butte. Butte CPR defines historic buildings as structures built during or before 1950. The committee designates one or more grant(s) per year to be awarded to either residential or commercial applicants who meet the appropriate criteria. **The deadline for 2011 grant applications is Thursday March 31, 2011.** [Download Application](#)

I. Eligible activities include:

- a. exterior painting, historic masonry and stucco re-pointing, cleaning, and repair.
- b. replacement or repair of original architectural features (e.g. cornices).
- c. other improvements to windows, awnings and doors.
Note: Activity c must be in conjunction with facade improvements.

II. Ineligible activities include:

- a. interior renovations
- b. roof and chimneys, unless they are major design elements
- c. vinyl or aluminum siding over existing repairable wood siding
- d. substantial reconstruction of structural elements
- e. interior plumbing and electrical work
- f. projects which fail to meet all the HIP grant requirements

III. If applicants do not own the building, written permission from the owner is required.

IV. Approval of the application by the committee is contingent upon approval of the plans and specifications, based on the improvement of the historical value of the structure. Applications will be reviewed by committee within 30 days of the application

deadline. If approved, the applicant is eligible *to be considered* for a grant ranging from \$100 to a maximum of \$1,000. **This is a competitive grant process. Available funds do not generally allow funding of all proposals.**

V Project estimates will be reviewed to establish a grant figure. All or portions of the grant may be used. Butte CPR will not reimburse for items not covered in the project proposal or any work that is in excess of the grant award.

VI Grant funds will be paid by reimbursement of receipts for materials (paint, bricks, wood, stucco, plaster, cement, etc.) or services. Grantees may submit receipts to Butte CPR after the material has been applied or installed. **NEW: All grant monies of any amount are considered income by the IRS and CPR is required to file 1099-MISC forms for any award of \$600.00 or greater. Awards that equal or exceed \$600.00 will require submission of an appropriate identification number (for example SSN or EIN whichever is applicable) before the reimbursement can be paid.** A project must be completed for reimbursement. After checking that the receipted material has been applied or installed according to the grantee's plan, CPR will issue a check for the amount of the receipt(s).

VII Grant recipients will agree to display in a visible location and while the facade project is in progress, a sign indicating financial assistance from Butte CPR. Recipients will also allow Butte CPR to display before and after photographs of the project for educational or promotional purposes.

VIII Grant recipients can apply for up to \$1,000 per property address in facade work from CPR in a five-year period.

IX All projects must be completed within twelve (12) months of award of the grant. Any grant funds not spent within twelve months of award will be forfeited by grantee.

X Recipients of awards who significantly change a design, color scheme, etc. from the original application must submit the change(s) to CPR before beginning the project in order to maintain eligibility for the award.

Preferences

The selection committee will give preference to applications which meet grant guidelines and those that improve the historic nature according to the following criteria:

- Visual impact (improvement) to the neighborhood.
- Applicants who have not received nor are eligible for other grant funding, for example, URA grants.
- Selection committee members are not eligible for grants.

Application Instructions

Grant awards are contingent upon approval of project design by the HIP Committee and the Butte CPR Board of Directors. The applicant is responsible for having a complete application and required documentation. In all cases, the applicant shall submit a presentation that informs the committee and the Butte CPR Board members of all aspects of the design intent, implementation and construction. Applications become the property of Butte CPR and will not be returned. If you have any questions, [e-mail](#) or write to Butte CPR (P.O. Box 164, Butte, MT 59703) and ask about the Historic Improvement Program grant.

Minimum Application Requirements • DEADLINE: March 31, 2011.

The applicant shall prepare design documents that fully explain the design, intent, implementation and construction of the proposed project. Please use the [Butte CPR HIP Application \(PDF\)](#) *(to get the free Adobe PDF Reader, click the icon at the left)*. The application includes a statement of minimum application requirements.

Completed applications should be sent to Butte CPR, P.O. Box 164, Butte, MT 59701. Completed applications can also be brought to the 2011 grant preparation workshop, March 10, 1-3 p.m., at 301 W. Granite Street.