

# LOUISIANA REBIRTH

Restoring the Soul of America



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Dear Grant Applicants:

I would like to thank you for taking a moment to review the attached grant information.

In the aftermath of Hurricanes Katrina and Rita, I, along with Dick Moe of the National Trust for Historic Preservation, lobbied Congress for a special appropriation that could make your road to recovery and the rehabilitation of your historic property attainable.

It is with great pleasure that I announce the availability of grants that will assist you in the restoration of your historic house or building. These funds are being appropriated through the National Park Service to the State Historic Preservation Office (SHPO), and this office is a part our Department of Culture, Recreation and Tourism. The Historic Preservation Office staff will be there to assist you throughout the application process.

Once you have had an opportunity to review the attached documents, please feel free to contact our staff at (225) 342-0227 or toll free at 866-406-7043, with questions or comments. Most importantly, the deadline for applications is December 15th, and we encourage you to submit your application as soon as possible.

I wish you all the best in your recovery efforts.

Sincerely,

A handwritten signature in black ink that reads "Mitch".

Mitch Landrieu  
Lieutenant Governor



## **Historic Building Recovery Grant Program**

### **Grant Guidelines and Instructions**

#### **INTRODUCTION**

In an effort to save, make habitable, and preserve the character of historic properties in the regions damaged by Hurricanes Katrina and Rita, Congress has made a special appropriation to the affected states through the National Park Service (NPS). The Louisiana State Historic Preservation Office (SHPO) received official notice of its allocation from NPS on July 24, 2006. More than ten million dollars in federal funds are available for historic properties in Louisiana damaged by hurricanes Rita and Katrina. Congress has provided these funds to preserve, stabilize, rehabilitate, and repair such properties, and for planning and technical assistance. The SHPO staff is making every effort to get this funding where it is needed as quickly as possible.

To provide full and comprehensive assistance to the widest range of potential program applicants, the SHPO has established a call center for Historic Building Recovery Grants. It will be housed in the Louisiana Division of Historic Preservation. The Call Center number is (225) 342-0227 or toll free at 866-406-7043.

#### **PROGRAM PURPOSE**

The purpose of this program is to help Louisiana's legacy of historic properties to emerge intact from these twin calamities. The program consists of two parts: (1) a grants program for historic buildings; and (2) planning and technical assistance from a new regional archaeologist officed in New Orleans. We will describe each in turn.

Grants ranging from \$5,000 to \$45,000 will be awarded for the following primary purposes: (1) secure historic buildings made structurally unsound by the storms; (2) make structurally sound historic buildings habitable; and (3) preserve historic architectural character by repairing or replacing missing or damaged architectural features.

The SHPO will consider applications for individual properties as well as group applications (for multiple properties) submitted by an individual, or a private entity. Grants will be available for applicants with properties in Louisiana that sustained damage from hurricanes Katrina and Rita.

## **ELIGIBILITY REQUIREMENTS**

### **National Register of Historic Places**

**Buildings must be listed on the National Register of Historic Places or officially deemed eligible for listing.** Specifically, candidates must fit into one of the following categories:

- (1) individually listed on the National Register;
- (2) individually eligible for the National Register, as determined by the SHPO;
- (3) a historic building (as determined by the SHPO) in a National Register historic district;
- (4) a historic building (as determined by the SHPO) within a historic district being officially treated as eligible for the National Register by mutual agreement of the SHPO and FEMA; or
- (5) a historic building (as determined by the SHPO) in a historic district that is being proposed by the SHPO or FEMA to be treated as eligible for the National Register.

**For purposes of this grants program, the term “historic building” (within a National Register District) means that the building’s construction date is within the period of significance for the district, and one whose exterior has not been significantly modified.**

Information on existing National Register listings, including district boundaries, is available at [www.louisianahp.org](http://www.louisianahp.org). (Click on National Register Database.) Information on districts falling into #4 and #5 above can be obtained by contacting the Historic Building Recovery Program Call Center (225) 342-0227 or toll free at 866-406-7043. We will be pleased to answer these and any other questions you have about Register eligibility.

Generally, applicants to this program will be the owners of historic properties. However, the SHPO will consider applications submitted by someone other than the owner (tenants, for example). In these cases, the applicant will need to submit signed documentation of the owner’s permission and support for the project. In the case of divided ownership, owners comprising a majority of the property’s ownership must provide permission for the project.

If a building is found by SHPO staff to be ineligible for the National Register, the applicant may appeal that finding to the State Historic Preservation Officer.

### **Hurricane-related**

Congress mandated that these funds be used solely for recovery from Hurricane Katrina and Hurricane Rita (2005). All applicants must affirm and certify by original signature on the application that all proposed construction/restoration work is directly related to hurricane (or hurricane aftermath) damage. *Upon the SHPO’s request, applicants must also furnish appropriate documentation to clearly establish the ownership of the building to be rehabilitated.*

### **Duplication of Benefits**

This program’s funding cannot be allocated for work already funded by an insurance settlement or by other recovery dollars made available to the applicant. All applicants must affirm and certify by original signature that the work and related costs being proposed in the grant application are for costs above and beyond dollars received from insurance and other recovery entities.

## **WHAT WE FUND**

This list of activities we fund is not exhaustive and is intended to provide tangible examples of what can be funded with these dollars. We fund:

- (1) Repairing/replacing flood damaged floors
- (2) roof repairs, including replacing a destroyed historic-style roof (such as Spanish tile)
- (3) window (including decorative stained glass), door, and siding repair
- (4) replacing damaged or destroyed distinctive architectural features, such as bracketed cornices, decorative rooftop ventilators, sculptural features, distinctive dormers, and distinctively crafted brickwork
- (5) interior plaster restoration
- (6) rehabilitation of historical architectural features where the cost exceeds the maximum allowed by insurance and other hurricane recovery funds, and
- (7) technical assistance from an architect or another professional knowledgeable about restoring historic properties

## **WHAT WE DO NOT FUND**

- (1) Work covered and funded by insurance and other recovery entities
- (2) complete reconstruction of destroyed buildings
- (3) cyclical maintenance (such as painting doors and windows)
- (4) new additions
- (5) work that is primarily remodeling (for example, a new kitchen)
- (6) new landscaping; landscaping restoration will be considered, but only for properties listed on the National Register of Historic Places, and only where the landscaping itself is considered historically significant
- (7) acquisition of property
- (8) moving buildings
- (9) properties owned by governmental entities
- (10) religious properties (per Federal requirements)
- (11) properties less than 50 years old, and
- (12) damage resulting from something other than Hurricane Katrina or Hurricane Rita.

## **FINANCIAL NEED**

Applicants will need to include a statement of financial need within their applications, and state their commitment to rebuild and remain in the community. Such a statement should include any appropriate documentation that supports the claim of financial need.

## **FEDERAL HISTORIC PRESERVATION STANDARDS**

Under NPS regulations, all repair/restoration must conform to federal historic preservation standards. The SHPO staff will assist each successful applicant in making sure the scope of work meets these standards.

## **SELECTION CRITERIA**

Eligible applications will be ranked by appointed selection panels that will have all meetings open to the public. Applicants will be notified by the SHPO about when and where their applications will be reviewed.

Panels will rank applications according to the following selection criteria:

- (1) owner occupied property
- (2) potential for expeditious repair
- (3) location in National Heritage Area, per Congressional mandate (there is only one National Heritage Area in Louisiana—the Cane River Heritage Area in Natchitoches Parish)
- (4) project viability, reasonable cost, likely execution
- (5) extent to which project will save an endangered property, restore habitability, or restore architectural character, and
- (6) financial need and commitment to rebuild; for group applications, the applicant group's fiscal management capability will be considered.

This program seeks to deliver results that are important to Louisiana's recovery. In particular, it seeks to restore historic properties as well as rebuild and repopulate hurricane devastated communities. Accordingly, successful applications will be those that demonstrate a strong commitment to preserving historic properties and rebuilding our communities.

## **HOW THE PROCESS WORKS**

Applicants are encouraged to contact the call center for assistance with their applications. Applications will be available online or may be obtained from the SHPO at the address referenced in the "contact us" section of this document, below. Each application must be complete and received by the SHPO by December 15, 2006.

Selection committee panels will convene in open public meetings in which they will rank eligible applications. The SHPO will notify the applicants of the time and location of the panel meeting at which their application will be reviewed. Applicants will subsequently be notified of the outcome of the panel's review of their application.

## **PUBLIC RECORD**

All applications submitted to this program are considered public record when the applications are received by the SHPO. Further, in our effort to avoid duplication of benefits, the SHPO will share the program results with other recovery grant makers.

## **NOTIFICATION**

The SHPO will notify applicants of the outcome of the selection process. The SHPO will assign each successful applicant to a SHPO project officer. That project officer will then work closely with each individual to: (1) develop and execute a scope of work and grant agreement; (2) continually guide and monitor each project; and (3) ensure that all work meets federal historic preservation standards. Successful applicants will be encouraged to stay in close touch with their assigned Project Officer.

## **PAYMENT SCHEDULE**

Due to the emergency nature of this grants program, the National Park Service has waived the normal requirement for matching funds. Awardees will receive 60% of their grant payment upon the full signing of the grant agreement. Once work begins, and the Project Officer is satisfied that the scope of work will meet NPS standards, he/she will request authorization for another 20% payment. The final 20% payment will be authorized upon successful completion of the project, as determined by the project officer after making a final site visit, and after the applicant has filed a final report.

## **PROJECT START DATES**

Applicants will be required to specify a date when, if funding is granted, they would be able to start work. This start date will be part of the grant agreement. Grantees who have not begun work within 45 days after the projected start date will be contacted by their Project Officer to determine if the SHPO should begin recoupment procedures. If after reasonable notice and consultation the grantee continues to make no progress, the SHPO may require the grantee to return the grant funds.

## **SCOPE OF WORK**

Each project scope of work will be designed to meet federal historic preservation standards, and, as noted above, grantees will be assigned a SHPO project officer to help them accomplish this. If a grantee deviates significantly from the established scope of work in the course of the project, the Deputy Assistant Secretary of the Office of Cultural Development may choose to disallow further payments. Grantees disallowed further payments in this manner may appeal to the State Historic Preservation Officer.

## **FINAL REPORTS**

Instructions for filing final reports will be provided to all grantees by the SHPO. Final reports must include representative documentation of families who have returned to their neighborhoods and homes as a result of this grant assistance.

## **APPEALS**

As noted in previous sections, persons objecting to a decision may appeal to the State Historic Preservation Officer (SHPO), or designee. Appeals must be in writing and received by the SHPO within fifteen days of the notice of the decision. The SHPO must respond within 45 days. In responding, the SHPO may (1) support the original decision; (2) recommend reconsideration of the decision; (3) enter into consultation to resolve the issue; or (4) overturn the decision, and if applicable, take such action as she may deem appropriate.

## **FEDERAL REQUIREMENTS**

The National Park Service funds this program. Grants must comply with Secretary of the Interior's *Standards for Rehabilitation*. The Standards offer basic guidelines for the preservation, restoration, rehabilitation and reconstruction of historic properties. The Standards are available on the National Park Service website ([www.cr.nps.gov/standards.htm](http://www.cr.nps.gov/standards.htm)) or you may request a copy by calling the Hurricane Grant Call Center at (225) 342-0227 or toll free at 866-406-7043, Monday – Friday , 8:00am – 6:00pm and Sat. 12:00 noon – 5:00pm.

Per National Park Service regulations, grant recipients must execute a Memorandum of Agreement with the State Historic Preservation Officer. The Agreement states that the grant recipient/property owner will: (1) properly maintain and repair the property as necessary, and (2) obtain written permission from the SHPO prior to any visual or structural alterations to the property for a period of five years from the date of completion of the project. The agreement also requires compliance with all applicable Federal laws, including Title VI of the Civil Rights Act, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and a Programmatic Agreement regarding Section 106 of the National Historic Preservation Act.

## **PROGRAM CALENDAR**

October 15, 2006—Materials available for historic building grants program.

October 2006—Historic building grants advertising and public meetings underway, applications being distributed.

December 15, 2006—Deadline for all completed historic building grants applications to be received by the SHPO.

January 22, 2007—Panels finish ranking and tabulating all historic building grants applications.

January 31, 2007—First historic building grant agreements signed; construction begins.

September 15, 2008—Deadline for full completion of all historic building grant projects.

## **APPLICATION SUBMISSION**

Applications must be submitted in hard copy. Faxed applications and applications submitted electronically will not be accepted. Applications not received by the deadline and incomplete applications will not be considered. Additional materials sent separately from the application will not be considered part of the application and will not be included in evaluation of the application.

Application material will not be returned. All photographs should be labeled and contained within an envelope, photo sleeve or mounted on paper; do not send loose photographs.

## ARCHAEOLOGY COMPONENT

The City of New Orleans, founded in 1718, is one of the oldest cities in the United States. Hundreds of archaeological sites contain the hidden story of the city's colonial, antebellum, and more recent historic past. In New Orleans alone, flooding associated with Hurricane Katrina inundated 80% of the city, damaging critical archaeological sites that are listed in, or eligible for listing in, the National Register of Historic Places. Further, the city is now in the midst of one of the largest urban renewal projects ever undertaken in this country. Enhanced technical assistance and planning guidance are critical to maximize preservation and stabilization of archaeological sites. Given the city's age and prominence, it is essential to be both proactive and responsive in protecting New Orleans's fragile archaeological cultural assets.

An archaeologist positioned in New Orleans will use existing historic maps, archaeological site forms, oral history, and predictive models to identify, monitor, and provide public information about the city's most important sites. The archaeologist will be available to offer immediate assistance in the case of unanticipated discovery situations. Further, the archaeologist will give technical advice to individual homeowners participating in the Historic Building Recovery Grants Program if rehabilitation of historic properties affects the archaeological sites associated with the buildings. The unwritten stories of New Orleans's past are contained in its archaeological sites. Through these strategies of planning and technical assistance, these legacies will be recorded and protected. Further, this archaeologist will be available to respond to archaeological issues as they emerge not just in New Orleans, but in the entire region of the state affected by hurricanes Katrina and Rita.

**ALL GRANT APPLICATIONS MUST BE COMPLETE AND RECEIVED BY THE STATE HISTORIC PRESERVATION OFFICER (SHPO) BY DECEMBER 15, 2006.**

## CONTACT US

The SHPO has established a Historic Building Recovery Grants Call Center: phone, 225-342-0227 or toll free at 866-406-7043, or via email: [hpgrantscallcenter@crt.state.la.us](mailto:hpgrantscallcenter@crt.state.la.us)  
Website URL: [www.louisianahp.org](http://www.louisianahp.org).

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**SEND APPLICATIONS TO: HISTORIC BUILDINGS RECOVERY GRANT PROGRAM**

**US Postal Service:**  
Division of Historic Preservation  
State of Louisiana  
P.O. Box 44247  
Baton Rouge, LA 70804

**For Next Day Delivery:**  
Division of Historic Preservation  
State of Louisiana  
1051 North 3<sup>rd</sup> Street, Room 402  
Baton Rouge, LA 70802

**PUBLIC MEETINGS WILL BE HELD AT THE FOLLOWING LOCATIONS:**

<b>Date</b>	<b>Time</b>	<b>City</b>	<b>Location</b>	<b>Address</b>
October 19	6:00 p.m.	New Iberia	Sliman Theater for the Performing Arts (formerly the Evangeline Theater)	129 East Main Street
October 24	6:00 p.m.	New Orleans	Grace Episcopal Church	3700 Canal Blvd.
October 25	6:00 p.m.	Lake Charles	Central School Arts and Humanities Center, Room 108	809 Kirby Street
October 26	6:00 p.m.	Franklinton	Hillcrest Baptist Church	2201 East Washington Street
October 30	6:00 p.m.	New Orleans	Concert Hall, Holy Angels Catholic Church	3500 St. Claude Avenue

Application packets will be available at each meeting. They may also be obtained by contacting the Hurricane Grants Call Center at (225) 342-0227 or toll free at 866-406-7043, or by email: [hpgrantscallcenter@crt.state.la.us](mailto:hpgrantscallcenter@crt.state.la.us). Completed applications must be received by the Division of Historic Preservation by 5 p.m. Central Standard Time on December 15, 2006. However, earlier submissions are encouraged so that staff members may identify possible problems and assist applicants in correcting them.

Additional information about the Historic Building Hurricane Recovery Grant Program may be found by clicking the Historic Preservation Grant Guidelines link on the Division of Historic Preservation's web site: [www.louisianahp.org](http://www.louisianahp.org).