PRESERVATION
PROJECT APPLICATION

The completed application form must be submitted with a cover letter signed by an authorized representative of the applicant certifying that the Allocation Guide has been read. Attach supplemental sheets coded to the appropriate questions if needed. If you need assistance, call the, SD SHPO at 605-773-3458. Applications must be completed in correct format and typed.

Project: Rapid City Historic Preservation Commission

Location of Project Area: Rapid City, SD

Applicant Name and Address: **Project Manager Name and Address:**

City of Rapid City   Sarah Hanzel, Planning Projects Division Manager
300 Sixth Street   300 Sixth Street
Rapid City, SD   Rapid City, SD
57701   57701

Telephone: 605.394.4120

Email: Sarah.Hanzel@rcgov.org

Federal Amount Requested: Basic $2,000 Supplemental $ 18,000

Project Products:
1. Contractual - $15,000
2. Memberships and Program Administration - $2,000
3. Travel/Training - $1,500
4. Community Outreach - $1,500

PROJECT SUMMARY: For each project.

Contractual:

1) In the spring of 2021, the Historic Preservation Commission wrapped up its three phase planning process to update Rapid City's Historic Preservation Plan. This process resulted in a substantive revision to Rapid City's Historic Context Documents, as well as a new work plan, strategies, and projects for the Commission to embark on in partnership with the community. A primary focus of the 2022-2023 CLG grant funds will be to further implement the plan. The planning process has identified areas of Rapid City's post war history that warrant further investigation and documentation. During the 2021-2022 grant cycle, the HPC contracted for a survey of post war schools. A similar project covering postwar businesses is anticipated for the 2022-2023 grant cycle. The RCHPC proposes to

utilize grant funds to engage with a professional who meets Secretary of the Interior's Professional Qualifications to undertake a reconnaissance level survey or context document of these types of resources. The exact scope and scale of the survey will be dependent on the level of funding, availability and cost of survey professionals, and level of interest from vested stakeholders such as property owners. A phased approach may be necessary in order to complete a larger scale project. A budget of $15,000 is proposed.

2) Memberships and Program Administration

This project funding request will enable the RCHPC to retain existing annual subscriptions to SD Historical Society, National Alliance of Preservation Commissions, and the National Trust for Historic Preservation. In addition, this line item includes program administration costs such as printing and postage. This project funding request also enables the RCHPC to continue to maintain the Commission's website. This funding request is specifically for the hosting fees to the website development company, TDG. In addition to the website, the HPC has been conducting facebook posts, and will continue to do so using HPC volunteer time.

3) Travel/Training

A budget of $1,500 has been established for any travel/training opportunities that become available to the commission such as local or national conferences, or webinars.

4) Community Outreach

A budget of $1,500 is proposed to conduct community education/outreach workshop targeted towards historic neighborhoods/property owners.

TENTATIVE SCHEDULE. Indicate sequence of work and anticipated time required to complete each stage of the project. Please be as specific as possible.

Contractual
- Finalize Scope of Work: June – July, 2022
- Project Kick Off: August 2022
- Community Outreach/Fieldwork: November – February 2023
- Draft Plan/Community meeting: March 2023
- Final Deliverables: April 2023

Memberships
- Ongoing: expenses as membership renewals arise.

Travel/Training
- As opportunities become available

Education
- Monthly hosting fees, throughout the year.
- Ongoing Social media updates
- Public Workshop for the historic property owner/community members anticipated to occur leading up to and/or in conjunction with Preservation month in May of 2023

Supplies
- Ongoing: expenses as membership renewals arise.

COST ESTIMATES: List major categories of work involved and the estimated cost of each, using the major budget heading cited in the Allocation Guide. **Divide into Federal/Match columns**. Federal share should be matched dollar for dollar of the total project costs. Make a separate budget for the Basic and the Supplemental Funds.

BASIC ALLOCATION BUDGET	Federal	Match	Total
Salaries/Benefits			
Planner III		$400	
Administrative Assistant		$400	
Legal		$400	
Program Administration		$400	
HPC @ Volunteer Rate		$400	
HPC @ Professional Rate			
Postage, Program Administration/Supplies	$1,025		
Memberships	$275		
Online Education Program	$700		
Totals	**$2,000**	**$2,000**	**$4,000**

MATCH:

Donor:	City	HPC
Source:	Operating Funds	Services
In-Kind:	Cash**	Volunteer
Amount:	$1,600	$400

SUPPLEMENTAL ALLOCATION BUDGET	Federal	Match	Total
Salaries/Benefits			
Planner III		$14,000	
Administrative Assistant		$2,000	
Legal			
HPC @ Volunteer Rate		$2,000	
HPC @ Professional Rate			
Contractual	$15,000		
Travel/Training	$1,500		
Community Education Workshop	$1,500		
Totals	**$18,000**	**$18,000**	

MATCH:

Donor:	City		HPC
Source:	Operating Funds		Services
In-Kind:	**Cash		Volunteer
Amount:	$16,000		$2,000

** This cash match is made up of City Employee Staff time

ATTACH A LIST OF MEMBERS: Provide an updated resume of members using the form provided.

Altman, Jeremy
Calhoun, Emily
Johnson, Jenn
Neiles, Brittany
Roseland, Pat
Saunders, Carol
Katherine Molnar – New member, resume included

I certify that the information contained in this application is true and correct to the best of my knowledge, and that I am the duly authorized representative of the applicant. I have read the Allocation Guide and am familiar with all terms and conditions set forth therein. Attached are the necessary resumes of project personnel.

Dated: _____

                                 Project Manager's Signature

Commission Member Resume Form

Name   **Date**
Commission
Current Address

Employment History

Preservation/History Experience

Publications

Education