

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 (HPC)

Location of Project Area: Rapid City, South Dakota

Applicant Name and Address:

Rapid City Historic Preservation Commission
300 Sixth Street
Rapid City, SD
57701

Project Manager Name and Address:

Sarah Hanzel
300 Sixth Street
Rapid City, SD
57701

Telephone: 605.391.41020

Email: Sarah.Hanzel@rcgov.org

2017-18 Federal Amount Requested: Basic \$ 2,000 Supplemental \$ 20,000

Project Products: Update downtown architectural drawings and walking tour; advocate for implementation of a Façade Improvement Program (FIP); window restoration workshop, commission member/staff training, and online media education program.

PROJECT SUMMARY:

Staff/Commissioner Training: City staff and one or more HPC members will travel to Fort Pierre in June for the CLG conference/training.

Update downtown architectural drawings and walking tour. Continue to advocate for a (FIP): Recent infusions of public and private investment in downtown Rapid City have reestablished its role as the heart of the community. It is a welcoming gathering place for families, has a bustling arts, entertainment and shopping district, and is an engine for local and regional renewal. The historic integrity of downtown plays a vital role in the current and future success of downtown. The HPC aims to focus 2017-2018 grant funds on elevating the public's understanding and appreciation for historic resources downtown. The HPC plans to develop a project that will archive architectural

drawings of prominent downtown buildings, and develop a walking tour with updated research and photographs. The most recent downtown walking tour was created over ten years ago, and is not available in a digital format. The goal for this project is to marry the stories of the people and places of downtown with the buildings themselves. Developing an education and outreach strategy around downtown history and architecture will aid in supporting the need for a FIP.

Last year the HPC applied for a Vision Fund Grant in the amount of \$50,000 from the City to implement a FIP. The project was not selected but the HPC will continue to advocate for the program and search for alternative funding sources.

In addition to the historic “core” of Rapid City, this project will incorporate the history of buildings in the East of Fifth District that are re-developing. The HPC anticipates that information collected from last year’s grant project, the East of 5th Architectural survey, may be instrumental in relaying historical context narratives for this area.

Online media education program: The HPC will continue to host the website and QR Code platform www.picturercpast.com. This site includes a historic photograph and description of 24 locations in downtown Rapid City. The HPC will research ways to better integrate the digital platforms with printed material referenced in the previous section.

This year, the HPC will be investigating opportunities to partner with other preservation commissions/history entities in the region to develop a history app that would be relevant in not just Rapid City, but the entire Black Hills region.

Window restoration workshop: The HPC will host a half-day workshop that is free for the public on the topic of restoring/rehabilitating historic windows. The workshop will be conducted by a licensed contractor with experience rehabilitating historic windows. It will include lecture/presentation format and also demonstrate common problems people face when attempting to rehabilitate their windows. The workshop will be planned to coincide with the launch of Preservation Month in May.

Supplies/Postage, Program Administration: This includes supplies and other costs necessary to carry out HPC business.

Memberships: The HPC will continue its membership to South Dakota Historical Society, National Alliance of Preservation Commissions, etc.

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

Staff/Commissioner Training:

- June 7 – 9, 2017 - Travel and training related to the CLG meeting to occur
- Other opportunities as they become available

Update downtown architectural drawings and walking tour. Continue to advocate for a Façade Improvement Program:

- July 1 2017 - Enter into agreement with consultant to compile/update drawings of downtown facades
- February 1, 2018 or before - HPC to research history of buildings, people, and businesses downtown
- TBD – apply for Vision Funding to support the proposed FIP
- April 1, 2018 – Compile and design printed material
- May 1, 2018 - Partner with organizations to promote/distribute materials (Downtown groups, Chamber/Visitor's Bureau, public library, Minnilusa Pioneer museum etc.)

Online media education program:

- Ongoing - Promote QR Code project on new walking tour pamphlets

Window restoration workshop with local specialist:

- February/March 2018- Begin advertising/promoting the event
- late April or early May 2018 – Workshop to coincide with Preservation Month

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.

<u>BASIC ALLOCATION BUDGET</u>	Federal	Match	Total
Salaries/Benefits			
Planner II		\$400	
Administrative Assistant		\$400	
Legal		\$400	
Program Administration		\$400	
HPC @ Volunteer Rate		\$400	
HPC @ Professional Rate			
Postage, Program Administration/Supplies	\$1,725		
Memberships	\$275		
Totals	\$2,000	\$2,000	\$4,000

MATCH:

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

<u>SUPPLEMENTAL ALLOCATION BUDGET</u>	Federal	Match	Total
Salaries/Benefits			
Planner II		\$11,000	
Administrative Assistant		\$3,000	
Legal			
Program Administration		\$2,000	
HPC @ Volunteer Rate		\$4,000	
HPC @ Professional Rate			
Update Downtown Architectural Drawings and Walking Tour	\$17,500		
Commissioner/Staff Training	\$1,300.00		
Window Workshop	\$700.00		
Online Media Education Program	\$500.00		
Totals	\$20,000	\$20,000	\$40,000

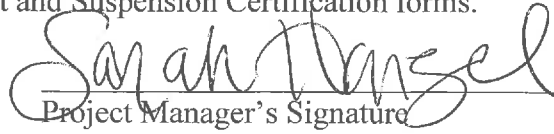
MATCH:

Donor:	City	HPC
Source:	Operating Funds	Services
In-Kind:	**Cash	Volunteer
Amount:	\$15,000	\$5,000

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

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 necessary resumes of project personnel and the completed copies of the Assurances and Debarment and Suspension Certification forms.

Dated:


Project Manager's Signature

U. S. Department of the Interior

**Certification Regarding
Debarment, Suspension, Ineligibility and
Voluntary Exclusion**

Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 43 CFR Part 12, Section 12.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations are included in the proposal package. For further assistance in obtaining a copy of the regulations, contact the U. S. Department of the Interior, Acquisition and Assistance Division, Office of Acquisition and Property Management, 18th and C Streets, N. W., Washington, D.C. 20240.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTION ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such as prospective participant shall attach an explanation to this proposal.

Patsy Horton Patsy Horton Long Range Planning
Name and Title of Authorized Representative Mgr.

Patsy Horton 3/8/17
Signature Date

Instruction for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant unknowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction,” “debarred,” “suspended,” “ineligible,” “lower tier covered transaction,” “participant,” “person,” “primary covered transaction,” “principal,” “proposal,” and “voluntarily excluded,” as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions.” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transaction authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.