

Supplemental

1. GRANT ADMINISTRATION:

These costs are related specifically to management of the grant - tracking volunteer hours, submitting reports, etc. Costs related to projects (RFP process and Contracting) should be included in the project budget. Total for this section must not exceed 15% of the grant amount. Please include rate for each staff person.:

1. Scope of Work - include staff and tasks involved :

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2. RECONNAISSANCE LEVEL SURVEY :

Systematic architectural survey conducted by qualified consultants or archaeological survey conducted by qualified archaeologists. (See attachment or manual.) Architectural survey products must meet the standards required in "Guidelines for Conducting Historic Resource Surveys in Oregon" (current version). The survey time per building is approximately 10-20 minutes, the consultant rate is usually \$40-\$80 per hour. Archaeological surveys must generate a survey report and appropriate site and isolate find forms required by SHPO. The documentation must meet state standards. Volunteer or student work must be supervised by a preservation professional.:

2. Scope of Work - include timeline of project, approximate number of structures and geographic area. :

3. INTENSIVE LEVEL SURVEY :

Historical documentation of buildings identified in the reconnaissance survey or other process, OR, systematic archaeological survey involving comprehensive survey of all areas within survey boundaries. Architectural survey products must meet the standards required in "Guidelines for Conducting Historic Resources Surveys in Oregon" (current version). Surveyors must meet professional requirements (see grant manual). The documentation must meet state standards. Volunteer or student work must be supervised by a preservation professional. The SHPO survey data forms for each historic building average 25-50 hours to research and fill out. Consultant rates are approximately \$40-\$80 per hour. :

3. Scope of Work - include timeline of project and number and description of properties :

4. NATIONAL REGISTER NOMINATIONS :

Involves completing forms and all supporting documentation for National Register designation of significant resources. Consultants must meet professional requirements (see manual). Consultant rates are approximately \$40-\$80 per hour. It usually takes approximately 100-150 hours to complete all the details for a single property nomination and up to a year to complete the process. Check with SHPO about the eligibility of properties prior to application. :

4. Scope of Work - include timeline and brief description of properties to be nominated :

5. PUBLIC EDUCATION :

Tours, mobile phone tours, lectures, brochures, public events, exhibits, websites, newsletters, preservation awards, etc.; must be related to preservation of historical or archaeological sites.:

5. Scope of Work - describe project(s) including timeline, quantity, type and distribution of product. :

6. PLANNING, REVIEW AND COMPLIANCE :

Local review of proposals for demolition, exterior alterations, and new construction projects; design review: development, publication and implementation of design standards or guidelines :

6. Scope of Work - include timeline, details (purpose and method) of planning project, and general description of review and compliance work.:

7. PRE-DEVELOPMENT :

Preparation of feasibility studies, working drawings and specifications for the rehabilitation, preservation and stabilization of properties eligible or listed in the National Register of Historic Places. Projects must meet state and federal rehabilitation standards and must be performed by professionals (i.e., architects or engineers; see professional requirements in grant manual). :

Scope of Work - include property name, address, purpose of the work, and timeline. Attach photos of the property, particularly ones that show the need for planning.:

8. DEVELOPMENT :

Labor and materials costs for rehabilitating National Register properties (must be on the Register prior to rehab work). Most projects will likely be single activities, such as re-roofing, window repair, etc. All projects should have "Predevelopment" studies completed in advance. All proposed work must meet the Secretary of the Interior's "Standards for Rehabilitation." Selection of the property to receive the grant should be based on an open and fair selection. :

8. Scope of Work - include property name and address and project timeline. Please attach photos and work plan including methods and materials. :

9. OTHER ACTIVITIES :

Attendance at in-state and out-of-state historic preservation conferences, other activities that do not readily fit a category above. Please be as specific as possible and give separate dollar amount estimates for each proposed activity. :

Scope of Work - describe each project including timeline, number of people served, trainings and conferences planned, how the project will be completed and by whom, etc.:

10. Describe a potential back up project in case a project doesn't work out or you come in under budget.:
