



HISTORIC ARCHITECTURE ASSISTANCE FUND

Policies

The Historic Architecture Assistance Fund provides the service of architects to the owners of historic buildings to address issues involved with the rehabilitation and use of such properties. The fund cannot support the entire architectural or engineering services needed for a complete rehabilitation project. Typical projects that can be funded include a building assessment, structural analysis, analysis of building code and ADA requirements, and façade and signage schematic design. Funds are not available for physical repairs, the purchase of building materials, or work by contractors.

The Architectural Assistance is available to a variety of property owners. The fund is meant to support private and not-for-profit property owners who are not eligible for many grant programs. However, government entities can also apply for the funds.

The program was established to provide assistance to properties that are historic, which is generally understood to be over 50 years of age. Any proposed work that the Architectural Assistance Fund would contribute to with assessment and design work must maintain or restore the historic integrity of the property. The fund is not intended to provide assistance with remodeling projects that would change the character of the historic building or address common utility system questions.

The Architectural Assistance Fund is best used to address conditions and materials that provide challenges for rehabilitation projects, such as potentially compromised structural systems, exterior wall materials, windows, ADA and code compliance, and the loss of historic components. It should be understood all properties will be treated as historic ones; are eligible for listing on the National Register of Historic Places; and all proposed work will meet the *Secretary of Interior's Standards for Rehabilitation*.

HAAF Application

Please identify the property and the need for professional consultation. Letter of intent to apply should be submitted 30 days prior to application deadline. **Deadlines are: March 25th and October 15th . If this application is awarded, the recipient will be expected to work with the architect and Wyoming Main Street and/or Alliance for Historic Wyoming to promote the HAAF Program. This may include publication of photography, research and writing, and any report materials generated by the Historic Architecture Assistance Fund.** Please submit the information below to either of the following offices:

Wyoming Main Street Program 214 W. 15 th Street Cheyenne, WY 82002 Attn: Linda Klinck 307-777-2934 linda.klinck@wyo.gov	Alliance for Historic Wyoming 207 E. Grand Avenue Laramie, WY 82070 Attn: Carly-Ann Anderson 307-333-3508 ExecDirector@HistoricWyoming.org
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Building	
Name(if applicable):	<input type="text"/>
Address:	<input type="text"/>

Applicant	Building Owner (if different from applicant)
Name: <input type="text"/>	Name: <input type="text"/>
Address: <input type="text"/>	Address: <input type="text"/>
Phone: <input type="text"/>	Phone: <input type="text"/>
Email: <input type="text"/>	Email: <input type="text"/>

<p>Describe the property.</p> <ul style="list-style-type: none"> • What year was it built? • What is the architectural style? • Is it located in a designated Main Street Community? • Is it located in an historic district (local, state, or national)? Which one(s)? • What are the surroundings? 	
<p>Property use.</p> <ul style="list-style-type: none"> • What is the current use of the building? • Does this building serve the public? Explain. • If the building is vacant, how long has it been vacant? 	

<p>Proposed Project.</p> <ul style="list-style-type: none"> • Is the project to identify problem(s) with the building? • What do you think those problems are? • Are there any previous documents available to describe any problem(s)? • Is the project intended to identify reuse for the building? 	
<p>Please describe future plans for the building including but not limited to:</p> <ul style="list-style-type: none"> • future renovation, • rehabilitation, • work to the building; • intentions for use. 	
<p>Will these future plans include:</p> <ul style="list-style-type: none"> • additional grants, • loans, • tax credits or • private funding? <p>If so, please describe which funds will be explored as well as any progress or partnerships.</p>	

<p>Is there a community plan that identifies this kind of project as important?</p> <p>If yes, please identify the plan.</p> <p>(The Main Street Manager, Economic Development Director, Planning Director, etc. can help identify a plan)</p>	
<p>Is historic preservation critical to this project?</p> <p>If so, why?</p> <p>What services do you think are needed from an architect?</p>	

Attach supporting photographs that include:

- **the building in its entirety from multiple angles**
- **architectural details of the building**
- **defining characteristics of the building**
- **the interior**
- **the specific problem(s)**

* **NON-PROFIT ORGANIZATION APPLICANTS**, include a financial statement from the previous year.
The 990 tax form is sufficient.

HAAF Applications

Main Street, Alliance for Historic Wyoming and SHPO staff considers an application incomplete if it fails to address all of the information above or excludes relevant photos. Incomplete applications can be corrected and submitted at a later round for reconsideration. Complete applications are reviewed according to approved criteria, as well as the cost-effectiveness and overall suitability of the projects to the missions of the respective programs. Wyoming Main Street or the Alliance for Historic Wyoming will contact the applicant directly to notify them of their application's success and consultant assigned to the project.

The applicant/owner is responsible for providing background information to the consultant, as well as access to the site. Wyoming Main Street or the Alliance for Historic Wyoming will contract directly with the consultant for their services and will pay all related fees up to the approved funding limit. The applicant/owner may need to work with the consultant to refine the extent of the project in order to stay within these limits.

Consultants are required to visit project sites, consult with the applicant/owner, and develop a project report. The report must summarize the consultant's findings and recommendations to include as much information as is applicable and feasible. (Examples of report elements include: assessment of current conditions, draft recommendations, initial design(s), budget information, manufacturing/material resources.)