

LAND AND COMMUNITY HERITAGE INVESTMENT PROGRAM
 HISTORIC RESOURCE PROJECT APPLICATION CHECKLIST – GRANT ROUND 18 (2019)

Town/City

Project Name

Applicant

Workshop Attended by

Year

Compile and submit all application materials in the order listed below.

Check Here	LCHIP Proposal Submittal Checklist	LCHIP Use
(2) Full Proposal Packages, each containing		
	Application Form	
	Attachment 1, Budget Worksheet	
	Attachment 2, Documentation of Total Project Cost	
	Attachment 3, Photo Sheet with Descriptions <i>(1 pdf, 5 pages or less)</i>	
	Attachment 4, Site plan or map showing location of resource	
	Attachment 5, Proof of State or National Register listing or eligibility	
	Attachment 6, Historic Building Assessment with Preservation Guidelines or Historic Structures Report <i>(if required)</i>	
<i>501(c) organizations only</i>		
	Attachment 7, 501(c) determination letter	
	Attachment 8, List of current Directors/Trustees, with affiliations	
	Attachment 9, Most recent financial statements, in summary form	
(7) Summary Proposals, each containing		
	Application Form	
	Attachments 1 - 5	
	Attachment 6 <i>(if required)</i>	
Additional Documentation (1 each)		
	This Checklist <i>(completed)</i>	
	Acknowledgement Form with original signatures	
	Photo Authorization Form(s) with original signatures	
	Photo Release Form(s) with original signatures, if applicable	
Flash / USB Drive <i>(Do not merge the proposal components into one file)</i>		
	Application Form <i>(.pdf)</i>	
	Attachments 1 - 9 as applicable <i>(individual .pdfs for each attachment)</i>	
	Scanned copy of completed Acknowledgement Form	
	Scanned copy of completed Photo Authorization Form(s)	
	Scanned copy of completed Photo Release Form(s), <i>if applicable</i>	
	.JPEG or .JPG file for each photograph submitted <i>(up to 10)</i>	