

2023 Planning Grants

Land & Community Heritage Investment Program

Instructions

- *View the Preservation Planning Grant Eligibility Self-Assessment Tool which provides an overview of eligibility requirements.*
- *Brief instructions are provided throughout the form.*
- *Where appropriate, hyperlinks provide access to additional guidance.*
- *The purpose of the LOI is to conduct a preliminary assessment of applicant, resource, and project eligibility. The LOI is a screening tool, and is not used for qualitative review.*
- *All answers can be revised at the application stage.*
- *If, after reviewing the information provided, you need further assistance contact LCHIP at 603-224-4113 or email Katie Midolo, Grants Coordinator at KMidolo@LCHIP.org.*

1. Applicant Eligibility

Applicant Organization Type*

The applicant organization must be a public entity, meaning a municipality or other political subdivision of the State of New Hampshire, or a publicly supported nonprofit corporation exempt from federal income tax under section 501 (c) of the Internal Revenue code.

Choices

Public Entity
 501 (c) - Secular
 501 (c) - Church
 Other

----- 1a. Applicant Organization Type "Other"

Applicant Organization Type "Other"*

Describe the type of organization applying for LCHIP funds.

Character Limit: 50

2. Resource Eligibility

Resource Town*

Character Limit: 30

Area Name (Instruction)

If applicable, the name of the state- or nationally recognized Historic District in which your resource is located.

Example:

- Harrisville Historic District
- Canterbury Shaker Village
- Plymouth Historic District

Area Name

Character Limit: 50

Resource Name (Instruction)

The name of the specific building, structure, or site.

Example:

- Ellisville Meetinghouse
- Grover's Corners Schoolhouse
- Darby Public Library

Resource Name*

Character Limit: 50

Alternate Resource Name(s) (Instruction)

Select "Yes" if the resource is sometimes referred to by an alternate name, or if other names are listed on the National or State Register listing form.

Example: the Grover's Corner Meetinghouse may also be known as the Grover's Corner Grange.

Alternate Resource Name(s)*

Choices

Yes

No

Resource Address (Instruction)

Enter a specific street address as for package delivery. Do not use a Post Office box here.

- Example: 123 Main Street

Resource Address*

Character Limit: 50

Project Name (Instruction)

Enter the Resource Name, followed by a brief (no more than 20 characters) description of the preservation plan for which funding is sought.

Example:

- *Ellisville Meetinghouse HSR*
- *Grover's Corners Schoolhouse Condition Assessment*

Project Name*

Character Limit: 50

Non-applicant Property Owner*

- *Select "yes" if the property is owned by an entity other than the applicant organization*
- *Select "no" if the property is owned by the applicant organization*

Choices

Yes

No

Original Construction Year*

Enter the original year the resource was constructed.

Character Limit: 4

Registry Listing as of LOI submission*

Prior to applying for LCHIP funds, resources must either be listed or officially determined eligible (DOE) for listing, on either the State or National Register of Historic Places.

To determine if your property is already listed or to obtain a Determination of Eligibility (DOE), contact the NH Division of Historical Resources at 603-271-3483.

Choices

Listed or DOE for National or State register of Historical Places

Not individually listed, but listed as a contributing resource to an Historic District

DOE or listing documentation has been submitted to DHR, determination not yet recieved

----- 2a. Alternate Resource Names

Enter any alternate names for the resource listed on the National or State Register listing form, or any names that may be used locally to refer to the resource.

Alias 1*

Character Limit: 50

Alias 2

Character Limit: 50

Alias 3

Character Limit: 50

----- 2b. Non-applicant Property Owner Type

Non-applicant Property Owner Type*

The resource (building or structure) must be owned by public entity, meaning a municipality or other political subdivision of the State of New Hampshire, or a publicly supported nonprofit corporation exempt from federal income tax under section 501 (c) of the Internal Revenue code.

Choices

Public entity
501 (c) - Secular
501 (c) - Church
Other

----- 2c. Non-applicant Prop. Owner "Other" explanation

Describe Non-applicant Property Owner Type "other"*

If the property owner is not a 501(c) or a public entity, describe the type of organization below.
Character Limit: 50

----- 2d. Contributing Resource Limitation

Be Advised:

If the resource is listed or determined eligible for listing only as a contributing resource to a historic district, but not individually, only exterior work is eligible for LCHIP funding. Thus, any LCHIP funding may be applied to the study of the exterior of the resource only.
To apply to have the resource evaluated for individual eligibility, contact NH Division of Historical Resources (DHR) at 603-271-3483.

----- 2e. Date of Submission to DHR (DoE or Listing)

Documentation Submitted Date*

*Enter the date on which the Individual Inventory Form and/or Determination of Eligibility documentation was submitted to the NH Division of Historical Resources. The completed Determination of Eligibility or listing on the National or State Registers of Historic Places **must***

be submitted with the LCHIP grant proposal, due June 21, 2023. Proposals without a DOE or listing will not be accepted.

Character Limit: 10

----- 2f. Documentation of Resource Eligibility Upload

Resource Eligibility Form*

Upload the New Hampshire Individual Inventory Form and Determination of Eligibility, or the National Register of Historic Places Registration Form.

File Size Limit: 100 MB

3. Project Eligibility

Plan Type*

Please refer to the LCHIP Preservation Planning Overview Guidance Document to determine which report is appropriate for the needs of the resource and the organization.

Choices

Historic Building Assessment with Preservation Guidelines (HBA)

Historic Structure Report (HSR)

Other

Preliminary LCHIP Scope of Work (*Instruction*)

Using a bulleted list, itemize what will be included in the preservation plan. Include the individual components of the plan, and the individual(s) or firm(s) who will be tasked with developing them.

Example:

- *Historic Data & Team Leader - ABC Preservation Services*
- *Architectural Data - John Smith, Architect*
- *Structural Engineering - Mary Johnson, Professional Engineer*
- *Masonry Analysis - What's My Lime Consulting*
- *Archaeology - Dig This Consulting*

The guidance provided in National Park Service Preservation Brief 43, "The Preparation and Use of Historic Structure Reports" may be useful in developing the proposed scope of work. That document may be found [here](#).

Preliminary LCHIP Scope of Work Narrative*

Character Limit: 1250

4. Financial Eligibility

Guidance on LCHIP's financial requirements and eligible expenses can be found [here](#).

Preliminary Grant Request*

Enter the preliminary (estimated) amount of the LCHIP grant request. The grant request can be no less than \$5,000, no more than \$25,000, and may not exceed 50% of the Preliminary Total Project Cost. This information may be adjusted in the application.

Character Limit: 20

Preliminary Total Project Cost (PTPC)*

Enter the preliminary (estimated) total cost for all work included in the LCHIP scope of work. This information may be adjusted at time of application.

Character Limit: 20

FOR REFERENCE ONLY