

LCHIP

Land & Community Heritage Investment Program



Guidance Document: Detailed Description of LCHIP-funded Scope of Work

The LCHIP-funded Scope of Work will be evaluated using the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#), with the accompanying *Guidelines for Preserving, Rehabilitating, and Restoring Historic Buildings*, and the National Park Service's [Preservation Briefs](#). Interpretation of the Standards is at LCHIP's sole discretion, which interpretation will be reasonable and will consider economic and technical feasibility, among other factors.

To describe the work to be done, begin with the LCHIP-funded scope of work in your project agreement. Use this as an outline for your detailed description. Note that your detailed description of the LCHIP-funded scope of work should also align with your budget. Add further detail to include the following information for each architectural feature or component to be rehabilitated:

1. Component Name (e.g., roof, windows, porch, exterior woodwork, interior plaster walls & ceilings, etc.)
2. Component Current Condition
3. Proposed work and impact

Include photographs showing features before rehabilitation. Upload drawings, sketches, or illustrations as needed, showing the existing conditions and the proposed rehabilitation work (along with new additions or new construction). Where necessary, include floor plans, sections, or elevations. Dimensions and notes must be clearly legible. For small projects, sketches may suffice. Drawings (if any) must be numbered and keyed to the application narrative.

Oftentimes, the work that you are describing will be consistent with your historic building assessment, if you have one. But in specific instances, proposed work may vary from the preservation plan; in that instance, explain the reason for the difference.