

Historic Cooksville Trust, Inc. Preservation and Conservation Grants Program

General Guidelines

The Historic Cooksville Trust (HCT) has established a grants program to assist the Cooksville community with the preservation, conservation, rehabilitation and restoration of its historical and natural heritage. When funds are available, the HCT will award grants to individuals, organizations or units of government that propose to undertake projects that help to preserve the community's historical, cultural and natural heritage and that contribute to the charitable purposes of the HCT.

Grants may be awarded to owners for projects that benefit the public by accomplishing the following:

- Preserve the exterior of historic buildings and structures, historic sites or archeological sites through rehabilitation, restoration or reconstruction
- Preserve or re-create historic landscapes, gardens or natural areas
- Preserve open spaces and scenic vistas
- Assist in educating the public about the heritage of the community and appropriate historic preservation methods
- Assist in the study of the community's heritage

Each project that receives a grant must provide a substantial benefit to the public, must be visible from the public right of way or must be accessible to the public on a regular basis, must not result in a substantial benefit to any individual, and must further the charitable purposes of the HCT. The project must meet all local government requirements and codes prior to applying for an HCT grant.

Approval of applications by HCT may require 4-6 months.

When funds are available for the grants program, HCT will establish specific criteria, maximum grant amounts, application procedures and deadline dates. The applicant may be required to provide evidence of matching funds (50%) for the project.

The following general criteria will be used to award grants when HCT funds are available:

- The benefit of the project to the public, including public visibility and possible use of easements to ensure public benefit for the future
- The contribution of the project to the preservation of the Cooksville community's historical, cultural and natural heritage
- The extent of the deterioration or endangered status of the property that is the object of the project
- The ability of the project to be completed within a reasonable timetable

Application guidelines, requirements and format are on the **Application Guidelines and Required Materials** leaflet.

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Application Guidelines and Required Materials

The following are guidelines for submitting applications to the Historic Cooksville Trust (HCT) for financial grants or other assistance from HCT for preservation, conservation or rehabilitation projects in the Cooksville area. Individuals as well as organizations are eligible to apply for funds or other assistance as described the HCT General Guidelines.

Submit a letter proposal to HCT with the following information and attachments as necessary:

1. Name and address of the applicant (and the owner of the property, if different) and other contact information.
2. Location of the property (or project) and its historic name, if any.
3. Description of the proposed preservation or conservation project, including photos, drawings, plans, etc., to describe the project.
4. Projected costs of the entire project and sources of other funding or assistance.
5. Proposed time-frame for the project.
6. Statement of approval of the project by the Town of Porter and its zoning requirements, if required.
7. Amount of grant assistance or other type of assistance requested from the HCT.
8. A statement of understanding that the HCT must approve the project before it is undertaken and must approve any changes during the project if HCT assistance is granted.
9. Willingness to sign a project agreement and/or easement, if deemed necessary, to guarantee that all applicable local, state and federal requirements will be met, that historic preservation standards will be followed, and that the completed project and property will be appropriately maintained.
10. Willingness to submit a completion report with photos to HCT upon completion.

After a complete application is submitted, it may take 4-6 months for final approval by HCT. Depending on the scope of the project, some HCT requirements may be modified.

The amount of grant assistance from the HCT will depend on the quality of the proposed project and the amount of funds available for grants.

The complete application must be electronically emailed to HCT. Other arrangements may be approved for multiple copies to be provided to HCT review.

For more information, contact Larry Reed, Historic Cooksville Trust, (608) 873-5066, or email lreed@chorus.net, or contact other HCT Board members.