



# City of Eugene Historic Property Restoration Grant

## Property Information

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Property Owner Name (if different): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Check all that apply:

City Landmark  National Register Property  Within Historic District

\* If your property is not listed as historic resource, it might be eligible. Contact Althea Sullivan, Senior Planner for more information on how to get your property listed (contact info on next page).

## Project Description

Explain the proposed work and materials to be used:

*Click here to enter text.*

Describe how the project will enhance or preserve the historical aspects of the structure:

*Click here to enter text.*

If applicable, the following items are required as supplemental information:

- A site plan showing the location of structure on the property, and the location of the proposed work
- Diagram(s) showing the proposed alterations, indicating style and type of materials proposed to be used

## Photographs

**Photographs Required:** Include a minimum of 5 digital photographs of the structure and area of proposed work. Digital photos must be submitted on a CD with the application, or as an attachment to an e-mail.

## Project Costs

Materials Budget: [Click here to enter text.](#)

Labor Budget: [Click here to enter text.](#)

Project Total: [Click here to enter text.](#)

NOTE: Copies of materials receipts and contractor billing forms or invoices must be submitted.

## Grant Request

**Grant Request** (up to 50% of project total; approval from Historic Review Board required for requests exceeding \$1,000):

[Click here to enter text.](#)

Does your project require a building permit? Yes  No

**Not sure? Call the Code Question Line at 541-682-5611, or visit the Building Department's help desk in the Atrium Building located Downtown Eugene at 99 W. 10<sup>th</sup> Avenue.**

## Project Timeline

**Beginning Date:** [Click here to enter text.](#)

**Completion Date:** [Click here to enter text.](#)

## Project Evaluation

Funding is limited and it is possible that not all projects will receive an award. Projects will be evaluated based on four primary criteria:

1. **Project Value** – To what extent does the project improve the existing structure?
2. **Project Design** – Is the design tasteful and consistent with the structure's original appearance?
3. **Project Feasibility** – Is the project feasible given the proposed budget and timeline?
4. **Significance / Integrity of Existing Structure** – Does the structure still have historical significance?

## Disclaimer and Signature

- Projects must be completed one (1) year after awards announced.
- If a building permit is required the work SHALL be completed by a licensed, professional contractor.
- Funding is limited and awards are based on a dollar-for-dollar match.
- **Funds will not be awarded until the project is complete**, and has been inspected by City Planning Staff.
- Failure to comply with any applicable grant criteria or State/Federal requirements will constitute a breach of the grant contract. Such a breach will result in loss of grant funds.

*I certify that my answers are true and complete to the best of my knowledge. As the Property Owner, I agree to construct the project as approved.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Staff Contacts

For more information, please contact Althea Sullivan, Senior Planner at 541-682-5485 or by email at [asullivan@eugene-or.gov](mailto:asullivan@eugene-or.gov)