

**PITTSBURGH HISTORY & LANDMARKS FOUNDATION
APPLICATION FOR HISTORIC RELIGIOUS PROPERTIES RESTORATION GRANT**

The information must be completed for the application to be considered. If you do not know or have the requested information, state I DO NOT KNOW. Include all other information as known. The Committee is unable to review incomplete applications.

A. Background Information

_____ Office telephone _____
Name of building dedicated to religious purposes

_____ Full street address of building dedicated to religious purposes with City/State/Zip
(must be in Allegheny County, Pennsylvania)

_____ Recorded owner of the building

_____ Home or cell phone (circle one) _____
Name of religious leader

_____ Employer Identification Number (EIN)

_____ Person completing this application: Name _____ Phone _____ E-Mail _____

_____ Year religious institution was organized _____ Average weekly worship attendance _____

_____ Annual budget for the religious institution \$ _____

_____ Total yearly contributions \$ _____

_____ Total in endowment funds \$ _____

Is the religious institution a member of Pittsburgh History & Landmarks Foundation? *(If not, please accompany this application with your membership form and \$35 dues)*

- Yes
- No

B. Building Information

Is the building *(check all that apply; registration is not a requirement for eligibility):*

- Listed on The National Register of Historic Places?
- Not listed but eligible for listing on the National Register of Historic Places?
- A City Historic District?

Does the building have a Historic Landmark Plaque awarded by the Pittsburgh History & Landmarks Foundation?

- Yes
- No

_____ Dates(s) of construction of building (if known)

_____ Original architect (if known)

Please attach any additional historic or architectural information to this application.

If the building were to be designated as historic by PHLF, would you allow a plaque to be placed on the building?

- Yes
- No

Other than worship services, what community or other purposes is the building (or buildings in the complex) used for (including outside social service groups) and what neighborhood does it serve?

Please attach to this application two letters of support from individuals who use your facilities for social services purposes.

C. Building Maintenance and Repair

If you have a repair or master plan for the building, when and by whom was it prepared?

Does the repair or master plan contain a priority list of projects?

- Yes
- No

If yes, what projects appear at the top of the priority list? _____

How much is budgeted for annual maintenance? \$ _____

Do you have liability insurance?

- Yes
- No

Name of Insurer _____

D. Proposed Repair Work

Please describe the nature and scope of the proposed repair/restoration work:

What contractor(s) have been asked to bid on the work (*include address, telephone & tax identification #*)? *At least two proposals are required. PHLF retains the right to approve the final contractor prior to the commencement of work.*

Attach to this application copies of estimates or contracts for repair work that include the contractors' scope of work, fees, and guarantees such as a letter of credit, performance bond or other surety.

What is the *total* cost of the repairs? (If applicable, break costs down by trade, e.g., roof, masonry)

When is the work to be completed? _____
(Work must be completed within one year of grant acceptance. If the project work can not meet that deadline, a request for one year's extension may be made in writing. No more than one additional year extension will be granted. Monies not matched or spent will be granted to other congregations..)

How will the congregation raise the funding for your match of the grant award?
(Note: Grants must be matched dollar for dollar by commitment from other sources.)

Amount requested from the Landmarks Historic Religious Properties Restoration Fund: \$ _____
(\$10,000 maximum)

Reminder, please attach to this form:

- ✓ Two contractors' estimates for the repair work.
- ✓ At least four (4) color digital photographs*:
 - One (1) of the interior
 - Two (2) of the exterior
 - One (1) showing problem area
- ✓ Two letters of support from community/social service users of the facility.
- ✓ Any additional historic and/or architectural information that you know about your building *(See Section B. Building Information)*
- ✓ Copies of estimates or contracts for repair work that include the contractors' scope of work, fees, and guarantees such as a letter of credit, performance bond or other surety *(See Section D. Proposed Repair Work)*

** Digital photographs should be high resolution and of good visual quality. Try to avoid excessively dark images. These photographs may be the only image Committee Members will view of your building. Please submit your photos on a disk or electronically to david@phlf.org*

**Historic Religious Properties Grant Program
Pittsburgh History & Landmarks Foundation
100 West Station Square Drive - Suite 450
Pittsburgh, PA 15219-1134**

or sent electronically to david@phlf.org

*Additional information can be obtained by contacting:
David Farkas, HRP Coordinator
412-471-5808 or e-mail, david@phlf.org*

- **APPLICATIONS WILL BE ACCEPTED FROM SEPTEMBER 4th AND ARE DUE BY DECEMBER 3rd, 2018.**
- **APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE REVIEWED.**