



STAFF REPORT

HISTORIC PRESERVATION COMMISSION MEETING DATE: 12/11/13

DEPARTMENT: PLANNING

ITEM DESCRIPTION: Report by the Harrison House organization regarding the status of the Centennial Legacy Grant project, Ward 5 (Barlow)

BACKGROUND

- | | |
|----------|---|
| 02/27/08 | HPC approved Centennial project budget and timeline. |
| 03/26/08 | HPC requested revisions to the draft Centennial grant application. |
| 05/28/08 | HPC voted to review grant applications bi-annually in February and August, and vote bi-annually on grant awards in March and September. |
| 08/28/13 | HPC accepted the HPC Centennial Legacy grant application from the Ward 5 Chamber of Commerce in the amount of \$5,000.00 for consideration at the September 25, 2013 HPC meeting. |
| 09/25/13 | HPC approved an application, with conditions, to the HPC Centennial Legacy grant program (HPC-51195) for \$5,000 from the Ward 5 Chamber of Commerce. |

ANALYSIS

The Ward 5 Chamber of Commerce was awarded \$5,000.00 from the HPC Centennial Legacy Fund for the following:

- Professional consulting fees to hire an architectural historian to conduct research and prepare a nomination to the National Register of Historic Places for the Harrison House, located at 1001 F Street in West Las Vegas.
- Costs associated with developing a marketing and fundraising plan to create a web/social media presence and provide marketing support to brand the Harrison House, including a logo design for use on fliers, business cards, brochures, letterhead and envelopes, sponsorship and membership packages, and television and radio public service announcements.

Approval was granted with the following conditions:

- All promotional materials must promote the history of the Harrison House and the rehabilitation project and may include announcements about future fundraising/promotional efforts related specifically to the project.
- Promotional materials/events must not specifically promote the Ward 5 Chamber of Commerce or any non-profit organization associated with the rehabilitation of the Harrison House.

REPORTS BY STAFF: ITEM 10

- The architectural historian chosen to prepare the nomination report for the National Register of Historic Places must meet the National Park Service professional qualifications for an architectural historian. The city of Las Vegas Historic Preservation Officer must approve the architectural historian prior to project commencement.

As required by the HPC Centennial Legacy grant, a representative of the Ward 5 Chamber of Commerce and Harrison House project will provide an update on the grant project.

STAFF RECOMMENDATION

No action required.

BACKUP DOCUMENTS

- Signed funding agreement.
- Revised budget.



We Did It Our Way!

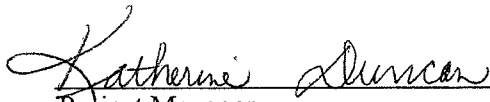
**Las Vegas
Historic Preservation Commission
Centennial History Grant Program**

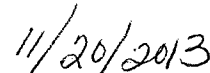
Funding Agreement

Grant Tracking Number: **HPC-51195**

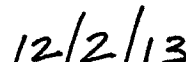
By signing this form, you agree to adhere to all requirements as outlined in the Las Vegas Historic Preservation Commission Centennial grant application, including the following:

- Grant award amount is \$5,000.00.
- Grant termination date is September 24, 2014.
- Grant recipients must provide quarterly progress reports to the Historic Preservation Commission.
- When submitting invoices for reimbursement, grantees must provide as backup: 1) An accounting of billable hours with labor rate, and 2) all receipts for reimbursable expenses.
- Upon completion of the project, grantees must present to the Commission proof of completion. Proof can be in the form of a presentation, photographs, site visit, video, etc.
- One copy of the final product, whether in CD and/or printed form, must be received by the city of Las Vegas Historic Preservation Commission upon completion of the grant-funded project.


Project Manager


Date


City of Las Vegas Historic Preservation Officer


Date

PART III. Proposed Budget

You must submit a detailed budget for this grant. Provide a brief explanation of each budget item with quantity and cost for all items (Example: two packages of acid free tissue paper @ \$16/package; 10 hours contracted labor for painting @ \$50/hr, etc.).

Round your request to the nearest dollar amount (no decimals).

This grant follows the Maximum Consultant Rates used by the State Historic Preservation Office as a guideline for salary limits.

Professional Qualifications	Maximum Hourly Wage
1. Working for Bachelor's degree	\$ 14.00
2. Bachelor's degree in the related field	\$ 23.00
3. Bachelor's degree in the related field with five years experience in the field	\$ 28.00
4. Bachelor's degree in the related field working for a Master's degree	\$ 30.00
5. Advanced degree in the related field	\$ 89.41

Sample budget form:

1.	<u>Supplies</u>	\$
		\$
		\$
	Total	\$
2.	<u>Services</u>	
	Architectural Historian 39 hours @ 89.41 per hour	\$3500.
	Creative Design & Printing: Brochure, letter head, logo, business cards, banner	\$ 1500.
	Please see attached for details	\$
	Total	\$ 5000.00
3.	<u>Staff Salaries</u>	
		\$
		\$
		\$
	Total	\$
4.	<u>Match/In-Kind Services</u>	
		\$
		\$
		\$
	Total	\$
5.	<u>Other Funding Sources</u>	
		\$
		\$
		\$
	Total	\$
Total Project Cost		\$ 5,000