



We Did It Our Way!

Las Vegas Centennial History Grant Program

To commemorate the 100th anniversary of the founding of the city of Las Vegas, the Nevada Department of Motor Vehicles, in cooperation with the Commission of Museums and History of the Department of Cultural Affairs, designed, prepared and issued special license plates. The money from the sale of this specialized plate paid for public events as part of the Centennial Celebration in 2005. Now that the Centennial Celebration has ended, profit from the specialized license plates is directed toward a fund for historic preservation efforts in the City of Las Vegas.

The plates feature the famous "Welcome to Fabulous Las Vegas" sign designed by Betty Whitehead Willis in 1959, which still stands in the median island south of Tropicana on the Strip.

The Commission for the Las Vegas Centennial [Centennial Commission] has established the History Grant Program to support community initiatives in support of the history, preservation and conservation programs within the city of Las Vegas.

The focus of the program is to commemorate the history of the city of Las Vegas with projects "relating to the commemoration of the history of the City of Las Vegas, including, without limitation, historical markers, tours of historic sites and improvements to or restoration of historic buildings or structures." -NRS 482.37903

Projects may also include: rehabilitation of historic sites, structures and archeological resources, cultural heritage and tourism, oral history, historic survey, documentation, museums and archives, and education.

The grants will be reviewed by the Las Vegas Centennial History Grants Committee[Committee], made up of city staff. Recommendations will be forwarded to the Centennial Commission for final decision.

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Evaluation Criteria

In order to qualify for History Grant funding, the *subject of the grant project* must meet the criteria below in order to be funded. Any application failing to meet the mandatory criteria will not be considered further. The criteria listed below are intended to help applicants in developing a project and application that will best reflect the NRS mandate:

Criteria Set #1

- 1) For rehabilitation or restoration of an historic resource: The resource must be an Historic Landmark, Building, Structure, Object or property within an Historic District that has been designated on the Las Vegas Historic Property Register or the State or National Register of Historic Places.
- 2) For historical events: The event must promote, preserve, interpret or provide education to the community about a significant historic resource or feature of Las Vegas.
- 3) The applicant must be able to complete the funded phase of a project within budget.
- 4) The project must be completed within a reasonable time in such a way that the city can comply with laws related to the sale of the commemorative license plates. Funded phases of a project should be completed within approximately 12 months from the date of the Grant Agreement to be executed by the applicant and the Centennial Commission. Generally, grant funds will be disbursed as a reimbursement to the applicant.
- 5) The applicant must be able to manage the grant and to account for expenditure of funds according to the Centennial Commission's fiscal requirements which will be distributed to awardees upon grant award.

Criteria Set #2

The Committee will review the applications according to Criteria Set #2. The application must meet some aspect of all four of the criteria below in order to be considered for funding, with the exception of Accountability. The applicant must meet all sub-criteria under Accountability. *The ability to meet at least three criteria, by itself, does not guarantee funding, and does not determine the distribution or level of awards.* The Committee reserves the right to consider subsequent testimony and discussions, after which it discusses and adjusts distribution of funds. The following criteria are merely a method of initial ranking for purposes of further discussion. The specific criteria are:

☐ **Historic Preservation Issues**

Examples of topics to be considered:

- The project will promote, preserve or interpret a significant historic feature of Las Vegas;
- The historic resource can be realistically saved;
- The applicant demonstrates an ability to raise or sustain required amounts of financial support from sources other than this grant, including donations of goods and services. In addition, the applicant demonstrates the ability to raise and sustain support (relative to the means and abilities of the applicant);
- The final product must demonstrate sustainability and the ability to be maintained

so that the public can enjoy it in the future.

☐ **Community Impact**

Examples of topics to be considered:

- The project will commemorate the history of the city of Las Vegas;
- The project promotes cultural heritage tourism in Las Vegas;
- The project demonstrates community participation as a component of historic neighborhood revitalization;
- The project will supplement training and education in the classroom in historic preservation;
- The project will increase overall public awareness of historic preservation methods and concepts;
- The facility supported by the project will be used by a broad base of the community;

☐ **Innovation and Creativity**

- The applicant demonstrates an ability to use additional resources in a creative way to complete the project should they not receive the entire grant amount requested

☐ **Accountability**

Examples of topics to be considered:

- The applicant demonstrates an ability to complete a quality project within budget and in a reasonable time;
- The applicant can manage the grant and can account for expenditure of funds according to the Commission's fiscal requirements.

Note:

- 1) The Committee will give consideration to projects that are emergencies (i.e., impending demolition), and it will look favorably on projects that can be successfully completed in their entirety by the completion date designated in the grant application.

Application Process

Applications are accepted year round. If the minimum criteria have been met, the application will be placed on the next Centennial Commission board meeting for approval or denial. Incomplete applications will be returned for resubmission in the next round. There will be no exceptions to this rule. Please note the Centennial Commission only meets quarterly, January, April, July and October.

Upon receipt, the Committee members will review each application in relation to the criteria, and forward recommendations to the Centennial Commission. Each Commission member will be allowed to review the applications independently of one another in advance of the Centennial Commission board meeting. Applicants or a representative are required to attend the Centennial Commission meeting and present their proposal. Presentations are limited to ten minutes per application.

After the available funding from the sale of the license plates is established, each approved grant will be awarded based on:

- 1) the total amount of funding available;
- 2) the emergency of the project;
- 3) The total amount of criteria met; and
- 4) The requested project amount.

Allocated grant funds will be available to grantees when the sale of license plates is complete and funds have been established.

Who May Apply

Private citizens, owners of designated historic resources, government agencies, museums, libraries, non-profit preservation, conservation and archeological organizations, historic societies and community service organizations, public, private, and charter schools, and higher education institutions.

Award

Grant funds will be awarded in amounts up to \$100,000, with a minimum amount of \$5,000. The Committee will entertain requests exceeding this amount for projects that demonstrate exceptionally significant value to the preservation of the history of Las Vegas.

Projects may be phased. For example, an historic property owner may wish to apply for funding to plan a rehabilitation project which can be completed in one year, and apply for funding to implement the project the following year.

Quarterly Progress Reports

Grant recipients must submit quarterly progress reports to the Centennial History Grants Committee.

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.

PLEASE DO NOT SEND BINDERS or anything that will be difficult to copy and scan. We only require the grant application at this time. Should you be selected to make a presentation to the board, you may bring photos, a power point presentation, etc. at that time.

Send the typed original and signed application to:

Esther Carter
Office of the Centennial Commission
City Hall
495 S. Main Street, First Floor
Las Vegas, NV 89101
Work: 702.229.6672
Email: ecarter@lasvegasnevada.gov

Las Vegas Centennial Grant Application

Application Form Instructions

The application form is composed of three (3) parts:

Part I is the **Application Cover Page**. This provides the Committee with a quick and concise overview of who is proposing the project, where it is located, what it intends to achieve, and how much it will cost. This must be submitted as only a one-page document with the application packet.

Part II is the **Grant Description** section and should describe your project in detail.

This section must contain specific information on the historical significance of the property or subject matter as it relates to Las Vegas, and a project scope that defines how the project is to be executed and, if applicable the actual building rehabilitation and future operation of the building.

Part III is the **Proposed Budget** section. A detailed project budget is necessary to provide the Committee with information needed to evaluate applications. In addition, this information may be used at a later date, in preparation of funding agreements between the Committee and the awardees.

Matching funds from other sources, while not mandatory, are highly encouraged. The applicant budget must provide the breakdown of any outside funding and the requested grant amount. It should be broken down by category and must provide an itemized listing for each category. Applicants may use the enclosed sample budget form or an alternative budget of their choice, so long as it precisely and clearly expresses the budget. Legible spreadsheets are encouraged.

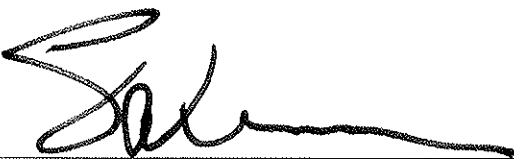
Part IV is the **Additional Required Documents** section. Applicants must provide all required documents or detailed explanations of why they are not applicable.

I. Application Cover Page

Applicant Name _____
Last First MI
Name of Organization (if applicable) _____ City of Las Vegas
Mailing Address _____
City _____ State _____ Zip Code _____
Phone _____ Email _____
Amount of Funds requested _____ \$1,000,000

Grant Category (check as many as apply)

- ☐ Event (fair, open house, presentation, lecture series, walking tour, etc.).
- ☒ Visual Project (rehabilitation or restoration of an Historic Landmark, Building, Structure, Object or property within an Historic District that has been designated on the Las Vegas Historic Property Register or the State or National Register of Historic Places, interpretive markers, banners, exhibits, etc.).
- ☐ Education (reference materials, develop lessons, games, stories, photo collections, period maps, etc.).
- ☐ Performance Art (plays, poetry and prose readings, musicals, story telling, etc.).
- ☐ Cultural/Historic (oral histories, collections, archives, preservation of ephemera and artifacts, etc.).
- ☐ Misc./Other.

 _____
Signature of Applicant Date 4-24-14

II. Grant Description:
(additional sheets may be attached if necessary)

How will the award funds be used?

To provide funds to purchase ground rights to the Huntridge Theater in partnership with private investors

What is the historic significance of your project/activity to the city of Las Vegas?

The property is on the National Register of Historic Places and is a City of Las Vegas Historic Landmark

What are the key activities and timeline of your plan?

Closing is projected around July 1, 2014

If your project is going to be phased, please describe each phase.

The funds will be used for land acquisition. Once acquired the ground will be leased to the Huntridge Revival LLC who will raise more funds for renovation of the building.

Describe the final product resulting from your project. Two copies of a book, photo album, video tape, audio recording, brochure, etc. that archives your project are required.

The final result will be a fully restored Huntridge Theater. Restoration will be consistent with Sec. of Interior guidelines.

III. Proposed Budget

Example budget form:

Personnel

List hourly rates and tasks of any person working on the grant project. Hourly rates may not exceed \$36.00/hour.

1.		\$
2.		\$
3.		\$
4.		\$
Total		\$

Additional Expenses

1.	Supplies	\$
		\$
		\$
		\$
Total		\$

2.	Services	\$
		\$
		\$
		\$
Total		\$

3.	Project Planning Expenses	\$
		\$
		\$
		\$
		\$
Total		\$

4.	Construction/Implementation Expenses, by priority	\$
		\$
	Land Acquisition	\$ 1,000,000
		\$
		\$
Total		\$

5.	Other Funding Sources	\$ 3,000,000
	Private Investors	
Total		\$ 3,000,000

Total Project Cost		\$ 4,000,000
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IV. Additional Required Documents

Please attach the following information in order on additional sheets. If not applicable, please describe below.

- 1.) Your organization's mission statement
- 2.) Your organization's current budget
- 3.) Your organization's current projects
- 4.) Resumes of principal personnel or organization
- 5.) Your organization's long-range plan
- 6.) Your organization's proof of 501(c)3 filing status with tax ID number
- 7.) Your organizations' most recent audit report, along with comments on the findings and recommendations, including a plan for corrective action taken on prior findings.
If corrective action is not necessary, a statement describing the reason that it is not necessary should accompany the audit report. *A single copy of the audit report is adequate and should be included with the original signed application.*
- 8.) If the project involves restoration of an historic building or structure, please attach documentation certifying the building is insured.
- 9.) If the project involves restoration of an historic building or structure, a copy of the deed and legal description is required.

Statement of non-applicability

Funds will be used by the city of Las Vegas

If my grant is funded, I hereby agree to all requirements stated above, and authorize the Commission for the Las Vegas Centennial and the City of Las Vegas, to utilize information about my application and activities for publicity and public relations purposes, including the use of photographs and images of the project. Parental/Guardian consent will be obtained for the use of any name and/or image of children in completed legacies.

Signature

Date

Signature of Supervisor (where required)

Date

Restrictions and Requirements

All costs must be necessary to the success of the project. There are certain allowable and unallowable costs that are unique to each type of grant. If you are not sure a cost is allowable, please call the Las Vegas Office of the Centennial. Some of the more generic allowable and unallowable costs are:

A. Allowable Costs

Bricks and Mortar Work. Please note: The historic resource must be owned by the organization applying for the grant. Under very special circumstances, exceptions can be made by the Commission.

- Permanent interpretive markers or exhibits
- Roofing
- Electrical
- Plumbing
- HVAC systems
- Window rehabilitation
- Exterior materials rehabilitation
- ADA ramps
- Hardscape that directly abuts building if impacted by work on the building and completed as part of the same grant project
- Railing
- Refinishing
- Fixtures and electrical equipment (hardwired within the building)
- Flooring
- Seismic retrofit

Non-Bricks and Mortar Work

- Publishing
- Documentation
- Archive
- Research
- Interviews/Oral Histories
- Events
- Historic resource survey and inventory
- Lectures
- Salaries
- For city-owned buildings: Furnishings or anything that can be easily removed from the building, e.g., curtains, speaker systems, chairs, tables, portable chalkboards.
- For city-owned buildings: Purchase of a historic building.
- For city-owned buildings: work completed on the interior of the building.

B. Unallowable Costs

- Landscape improvements, unless the work is needed to make the building safely accessible.
- Hardscape improvements, to include but not limited to: sidewalks and parking lots. This does not include hardscape that directly abuts the building if impacted by work on the building that is completed as part of the same grant project.
- For non-city-owned buildings: Purchase of a historic building.
- Mortgage notes, insurance policies, etc.
- Programming.
- For non-city-owned buildings: Furnishings or anything that can be easily removed from the building, e.g., curtains, speaker systems, chairs, tables, portable chalkboards.
- For non-city-owned buildings: any work on the interior.

In-Progress Project Requirements

Upon acceptance of a Committee grant, grantees are required to:

1. If a grant is awarded for a historic building, generally comply with the Secretary of the Interior's Standards and Guidelines for Rehabilitation of historic buildings and structures. These guidelines represent the latest philosophy in preservation approaches and techniques (attached);
2. Report any changes made to the project scope or project during the duration of the grant;
3. Complete project work in conformation with submitted visual and/or written specifications;
4. Provide the Centennial Commission with quarterly financial reports and progress updates on the project;
5. Allow the Centennial Commission and the Committee full access to all documents necessary for a comprehensive audit; and
6. Notify the Centennial Commission when there are fundamental changes to your organization's programming, structure, or leadership.
7. Include appropriate signage at the project site and acknowledgments in the written materials about the project that the project is sponsored by the Commission for the Las Vegas Centennial. The grantee will be given a restricted license to use the Centennial logo on signs and printed materials subject to the prior approval of the Commission staff of the proposed use.

Post-Project Requirements: Covenants

If the project involves rehabilitation or restoration of a historic building, upon completion of the project, the grantee is required to maintain the building for a specified amount of time. In order to ensure that the grantee complies with this requirement, the grantee, as the owner of the property, shall agree to execute a deed of trust in favor of the Centennial Commission which secures the maintenance of the building for the applicable covenant length. The duration of the

covenants will be specified in the deed of trust and will safeguard the public's investment in the historic building.

Specifically, these covenants require the grantee to maintain the historic building and to notify the Centennial Commission of any proposed changes or modifications prior to implementation. Depending on the grant amount, these covenants run in length from 5 to 20 years. The higher the amount of the grant award, the longer the covenant length is specified on the deed of trust to placed on the property.

Covenant lengths are as follows:

	Grant Award	Covenant Length
\$	\$5,000 to \$ 25,000	Five (5) years
\$	25,001 to \$ 50,000	Ten (10) years
\$	50,001 to \$100,000	Fifteen (15) years

Please note that these covenants and restrictions are part of the funding agreement and deed of trust that shall be signed before the project begins. In the event that the grantee does not own the project or building which will be restored or rehabilitated with the Centennial grant funds, the owner of the project or historic building shall be required to consent to the improvements being made and shall execute a deed of trust in favor of the Centennial Commission to maintain the project/historic building for a specified period of time.

Administration

The Las Vegas Centennial History Grant Committee administers the day-to-day operations of the Las Vegas Centennial History Grant program. Fiscal and project reviews are done by city staff familiar with State and local fiscal requirements and historic preservation principles and standards. The Centennial Commission encourages potential applicants and grantees to contact staff at any time for answers or discussion regarding this program. Please direct any questions to:

Esther Carter
Executive Director
Office of the Centennial Commission
City Hall
495 S. Main Street, First Floor
Las Vegas, NV 89101
Work: 702.229.6672
Email: ecarter@lasvegasnevada.gov

Architectural Guidelines

The Secretary of the Interior's Standards for Rehabilitation

(Source: http://www2.cr.nps.gov/tps/standguide/rehab/rehab_index.htm)

The Standards (36 CFR Part 67) apply to historic buildings of all periods, styles, types, materials, and sizes. They apply to both the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



Centennial Grant Summary

Name of Applicant: _____ City of Las Vegas _____

Name of Grant/Project: _____ Acquisition of Huntridge Theater _____

Grant Request Amount: _____ \$1,000,000 _____

Short summary of grant:

Funds will be used in conjunction with Huntridge Theater LLC to purchase the theater. The city's Centennial funding would be used for purchase of the ground rights and through an unsubordinated lease to the Huntridge Theater LLC participate in the overall acquisition and restoration of the Theater. Through the ownership of ground rights and ground lease the city will hold a restrictive covenant on the property providing for long term preservation and restoration of the structure.

STAFF RECOMMENDATION:

APPROVE ()

DENY ()

Explanation: _____
