



Special Commission for the Las Vegas Centennial Agenda

Items listed on the agenda may be taken out of the order presented; two or more agenda items for consideration may be combined; and any item on the agenda may be removed or related discussion may be delayed at any time. Backup material for this agenda may be obtained from LuAnn D. Holmes, City Clerk, at the Office of the City Clerk, 495 South Main Street, 2nd Floor or on the city's webpage at www.lasvegasnevada.gov.

The public is encouraged to send comments electronically prior to the meeting via e-mail to meetingcomments@lasvegasnevada.gov. Emails MUST contain the meeting name, date and item number in the subject. Emails received up to an hour before the meeting will be considered public record, read during the meeting where appropriate and will be included in the backup. A time limit may be imposed on the reading of comments as is done during meetings when comments are made in person.

1. **Call to Order and Roll Call**
2. **Announcement Regarding: Compliance with Open Meeting Law**
3. **Public Comment:** Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.
4. **20-0094-CLC1** - Report regarding possible ways to proactively reach out to and engage with local educational institutions to make them aware of grant opportunities from the Commission for the Las Vegas Centennial
5. **20-0095-CLC1** - Report regarding Commission for the Las Vegas Centennial funding priorities for the next 15 months
6. **20-0097-CLC1** - Report regarding current Commission for the Las Vegas Centennial grant guidelines and application processes
7. **20-0098-CLC1** - Report regarding the promotion of the sale of the Las Vegas Centennial license plates
8. **20-0099-CLC1** - Report regarding possible strategies to raise public awareness about funded projects by the Commission for the Las Vegas Centennial
9. **20-0100-CLC1 - Discussion regarding topics for future agenda items.** Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Commission and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.
10. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Commission. No subject may be acted upon by the Commission unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be

limited.

11. **Adjournment**

Facilities are provided throughout City Hall for the convenience of persons with disabilities. Reasonable efforts will be made to assist and accommodate persons with disabilities or impairments. If you need an accommodation to attend and participate in this meeting, please call the City Clerk's office at 702-229-6311 and advise of your need at least 48 hours in advance of the meeting. Dial 7-1-1 for Relay Nevada.

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE STATE OF NEVADA EXECUTIVE DEPARTMENT
DECLARATION OF EMERGENCY DIRECTIVE 006
The City of Las Vegas website – www.lasvegasnevada.gov
and
The Nevada Public Notice Website – notice.nv.gov

City of Las Vegas

AGENDA MEMO **SPECIAL COMMISSION FOR THE LAS VEGAS CENTENNIAL** **MEETING OF: AUGUST 10, 2020**

DEPARTMENT: PLANNING

DIRECTOR: ROBERT SUMMERFIELD

**EXECUTIVE DIRECTOR FOR THE CENTENNIAL COMMISSION: DR.
DIANE SIEBRANDT**

☐ Action

☒ Report

SUBJECT:

20-0094-CLC1 - Report regarding possible ways to proactively reach out to and engage with local educational institutions to make them aware of grant opportunities from the Commission for the Las Vegas Centennial

PURPOSE

Discuss possible plan of action to engage with local schools on a more robust level to make them aware of the Commission and grant opportunities.

Findings:

Report only

BACKUP DOCUMENTATION:

None

Centennial Commission Workshop

August 10, 2020

Submitted at Meeting
Date: 8/10/20 Items 4-8
By Staff

Possible ways forward to proactively reach out to and engage with local educational institutions to make them aware of Centennial Commission grant opportunities

• Previous Projects

- UNLV Oral History Projects: 2020, 2018, 2013 & 2008
- Junior League of Las Vegas: 2018, 2014 & 2010
- UNLV Digitization Projects: 2017 & 2016
- UNLV Historic Westside Redevelopment Plan: 2015
- UNLV Historic Sustainability Forum: 2012

• Ways Forward?

- Expand outreach to K-12 schools
- Outreach to Community Colleges
- Partnerships between schools and museums
- Other ideas?

Centennial Commission funding priorities for the next 15 months

- Remainder of 2020 (Have approximately \$4 million)
 - In progress projects
 - Documentary Film Part III
 - UNLV Oral History Project
 - Nation Atomic Testing Museum
 - Harrison House
 - Mob Museum
 - HPC Projects
 - LV Academy of the Arts
 - FLP Hay Barn
 - Home & History
 - Hugh Taylor Archives
 - Junior League
 - LV Days Rodeo
 - Project Enchilada
- September 2020 - December 2021
 - Discussion for priority list....

Current Centennial Commission grant guidelines and application processes

- See Print Outs

Promotion of the sale of the Las Vegas Centennial license plates

- Quarterly Centennial Revenue

Date	Amount
17-Jul-18	547,494.34
10-Oct-18	534,335.98
15-Jan-19	457,914.80
9-Apr-19	496,946.96
17-Jul-19	513,339.87
10-Oct-19	501,830.07
16-Jan-20	430,304.38
13-Apr-20	433,199.57
07-July-20	358,467.19

- Other Plates

- Las Vegas Golden Knights
- Las Vegas Raiders
- Other specialty plates

- Promotion Strategies?

- Social Media
- Ads
- Other ideas?

Strategies to raise public awareness about Centennial Commission funded projects

- Social Media
- Conferences
- Community Events
- Lecture Series
 - Partner with schools and/or museums
- Interviews
 - Local TV and radio stations
 - Podcasts

- Other Ideas?

City of Las Vegas

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☐ Action

☒ Report

SUBJECT:

20-0095-CLC1 - Report regarding Commission for the Las Vegas Centennial funding priorities for the next 15 months

PURPOSE

Discuss the funding priorities of the Commission for the remainder of the year 2020, and the year 2021.

Findings:

Report only

BACKUP DOCUMENTATION:

None



Consistent with the City's sustainability efforts to reduce paper use, backup documentation for this item can be found under Item 4.

City of Las Vegas

AGENDA MEMO **SPECIAL COMMISSION FOR THE LAS VEGAS CENTENNIAL** **MEETING OF: AUGUST 10, 2020**

DEPARTMENT: PLANNING

DIRECTOR: ROBERT SUMMERFIELD

**EXECUTIVE DIRECTOR FOR THE CENTENNIAL COMMISSION: DR.
DIANE SIEBRANDT**

☐ Action

☒ Report

SUBJECT:

20-0097-CLC1 - Report regarding current Commission for the Las Vegas Centennial grant guidelines and application processes

PURPOSE

Review and discuss current Centennial Commission grant guidelines and application in order to update both documents.

Findings:

Report only

BACKUP DOCUMENTATION:

1. Grant Guidelines Strikethrough Edits
2. Grant Application Strikethrough Edits

Centennial Commission Grant Application Guidelines

Las Vegas Centennial Commission

Mission

To preserve and celebrate the history of the people and the history of the City of Las Vegas

GRANT GUIDELINES AND ELIGIBILITY

The Las Vegas Centennial Commission (LVCC) was formed in 2003 to plan, organize, coordinate, and implement the activities, celebration and education associated with the City's Centennial to commemorate the 1905 founding of the community of Las Vegas. Grants from the Las Vegas Centennial Commission (LVCC) Fund are intended to encourage preservation at the local level by providing funding to facilitate the education, commemoration, preservation and enhancement of historic resources in Las Vegas.

Funding Mechanism

The State of Nevada authorized the production of a special license plate. The specialized license plates that feature the famous "Welcome to Fabulous Las Vegas" sign. Designed by Betty Whitehead Willis in 1959, the famous sign still stands at the south end of the Strip. Proceeds from the sale of the license plate are available to fund community initiatives such as "historical markers, tours of historic sites and improvements to or restoration of historic buildings or structures." Funds from the sale of the special license plates are administered by the Las Vegas Centennial Commission LVCC and are made available for 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 specifically, its Centennial (1905-2005).

Eligible Applicants

Governmental agencies, for-profit, non-profit organizations and/or owners of residential properties designated on the City of Las Vegas Historic Register are eligible to apply. If applying as a nonprofit organization, a copy of the organization's 501(c) (3) tax exempt status must be submitted at time of application. Applicants who have received previous Centennial grants are eligible to apply provided that all grant requirements are current.

Eligible Projects

Grants for projects related to the celebration and commemoration of the history of the City of Las Vegas, specifically, the city's Centennial (1905-2005), will be awarded to eligible applicants in accordance with NRS 482.37903 (5). Applicants may apply for consideration based on the following categories. Please note that your project can be related to one or more than one of the listed categories:

- **Historic Preservation** Projects which focus on the preservation, conservation and protection of irreplaceable buildings, sites, and other artifacts of historical significance, all of which are an important part of Las Vegas' cultural heritage. Examples of projects funded in the past include:
 - Restoration of the historic Westside School
 - Rehabilitation of the First Las Vegas Federal Building/Post Office now into The Mob Museum
 - Preservation of historic Las Vegas neon, both the Neon Museum and neon signs on sticks along Las Vegas Boulevard

- The restoration and re-installation of the historic Blue Angel Motel Statue and Sign at the intersections of Charleston Blvd/Eastern Ave/Fremont St
- The renovation of the entryway to the Performing Arts Center at the historic Las Vegas Academy of the Arts
- **Events** Funding for activities and functions that commemorate the history of the City of Las Vegas, promote tourism and engage the public through the delivery of unique experiences. Examples of projects receiving funding include:
 - The yearlong centennial celebration in 2005
 - The annual Helldorado (now Las Vegas Days) Parade in downtown Las Vegas
 - The annual “Vintage Vegas Home Tours” and “Home and History Tours” with the Nevada Preservation Foundation
 - The Springs Preserve Culture and History Fair
- **Education** Funding for educational resources that serve to teach and engage the public. These efforts increase overall public awareness and contribute to greater advocacy and appreciation of the history of the city. The development of lesson plans, workshops, online resources, historic tours, maps, publications and interpretive signs and markers would be are examples of eligible projects in this category. Projects funded in the past include:
 - Educational Outreach Program (Mob Museum)
 - Historical/Cultural Maps (Outside Las Vegas Foundation)
 - Art District Historical Tour (Artztogo)
 - Floyd Lamb Park Historical Markers (City of Las Vegas)
 - The book for the “72 Years in Las Vegas” History (Dr. Sarann Preddy)
 - The digitization of historic newspapers, the “Las Vegas Age” and “Las Vegas Times” (UNLV)
 - The traveling exhibit, “Tusks! Ice Age Mammoths and Mastodons” (Las Vegas Natural History Museum)
- **Arts & Media** Funding for works which have artistic and historical merit and appeal to an informed general audience; and which might not even come into being without grant funding; and represent a contribution without which, the community would be the poorer. All media types may be considered and works may be portable, permanently affixed or incorporated into the design and or function of a public space or building related to the area’s historic role in the community and/or its significance to a particular group or neighborhood in the city. Examples of previously funded projects include:
 - Bradley Giles Painting (Friends of the Fort)
 - Helen J. Stewart Statue (Friends of the Fort)
 - Historical Photo Exhibit (Las Vegas Springs Preserve)
 - The funding of KLVX PBS The documentary film, “The City of Las Vegas: The Early Years” (Boyd Productions)
 - Six school murals showcasing the history of aviation (Air Force Association –Thunderbird Chapter)

ELIGIBILITY & EVALUATION CRITERIA

All projects must serve to facilitate the education, commemoration, preservation and/or enhancement of historic resources in Las Vegas. More specifically, they should serve to highlight the importance and significance of the city’s Centennial history (1905-2005). Ability to meet the eligibility criteria does not guarantee funding, and does not determine the distribution or level of awards. Additional stipulations and minimum requirements are listed in the Application and Review section of this guideline. The maximum dollar amounts for each designated category will be determined by the LVCC. The LVCC may adjust

awards to meet specific emergency situations on a case-by-case basis. The Commission reserves the right to consider subsequent testimony and discussions, after which it discusses and adjusts distribution of funds.

Grant requests will be evaluated based on the following criteria:

- How the project relates to the celebration and commemoration of the history of Las Vegas, specifically its Centennial (1905-2005).
- The historical significance of the project, program or resource.
- The qualifications of the key personnel, including consultants, staff, etc. vendors and contractors.
- The demonstrated ability of the applicant to complete preservation projects.
- The need for funding and urgency of the project.
- The number of individuals impacted by the project.
- The project's budget and applicant's proven ability to secure matching funds and donations of goods and services to complete the project should grant funds be limited.
- The project's timeline.
- The sustainability and maintenance associated with the improvements.
- The disclosure of all other city, state, and/or federal funding resources in the past, present or future.
- The completeness of the application, including the inclusion of a budget, three (3) competitive bids for requests in excess of fifty thousand dollars (\$50,000.00), and all requested supporting documentation.

The following additional evaluation criteria relate specifically to published works:

- Authors of proposed works or an editor(s) of selected works, is preferred, but not required, to be a scholar of ~~should hold an advanced degree (Masters or Doctorate) in History, Historic Architecture, historic structures, Historic Preservation or Conservation, Archaeology~~ Normally, a scholar has an advanced degree (M.A. or Ph.D.) in one of these fields or a related field. Exceptional knowledge and experience in a particular area may substitute for an advanced degree in some cases.
- Priority will be given to book proposals for which a university press or trade publisher is already committed and for which there is a feasible distribution plan. ~~are usually preferred.~~
- Priority will be given to nonfiction material related to the prehistory and history of the city of Las Vegas.
- A brief ~~author~~ biography, ~~resume of the author(s) or editor(s)~~ and list of previous publications is required to ~~detail~~ explain how their ~~the author's~~ expertise is relevant to the project.

The following additional evaluation criteria relates specifically to the installation of art:

- A suitable location must be identified by the applicant and must be approved by the LVCC
- The grantee project must meet all permitting requirements
- The applicant must identify a plan for the cost of installation of the work(s), and conservation for up to ten (10) years. ~~The task of identifying suitable locations falls to the applicant and must be approved by the LVCC. In doing this:~~ The grantee applicant must take into consideration the durability of the materials used by the artist; the nature, size and configuration of the work(s); and risk factors of various available locations.
- The installation of art must not conflict with the functions of the site at which it is placed nor be in conflict with future development.
- Proposed permanent works shall be evaluated for resistance to theft, vandalism, weathering and excessive maintenance and repair costs. Temporary works, designed for a set period, may also be commissioned.

The following additional evaluation criteria relates specifically to preservation activities:

- The condition of the real property, building or structure. ~~or improvements.~~
- The historical significance of the property, building or structure as denoted by the Nevada State Historic Preservation Office, U.S. National Register of Historic Places, the City of Las Vegas Historic Property Register, and/or the National Historical Landmarks Program.
- If the property is adjacent to or in close proximity to: a site with historical designation; a site where historically commemorative activities will be conducted, and/or will be integral in furthering the purposes of the commemoration of the history of the City of Las Vegas. The LVCC may in special cases help preserve historic structures within the City of Las Vegas that are not listed on either state or federal registers.
- The potential for restoring the integrity of the property, building or structure. ~~resource(s).~~
- The extent of restoration or rehabilitation required for the property, building or structure.
- The proposed use of the property, building or structure.
- If the applicant has received State Historic Preservation Office concurrence (if applicable).
- The property, building or structure must be free of all liens with the exception of mortgage liens.
- The extent of any open code enforcement issue with the property, building or structure.
- The project must meet the applicable design guidelines applicable to the resource and project and the work must be completed in conformance with submitted visual and/or design specifications (i.e. projects for homes within the John S. Park Neighborhood Historic District must comply with the adopted John S. Park Neighborhood Historic District Design Guidelines). The City of Las Vegas Historic Preservation Office will provide applicable design guidelines to applicants prior to application submittal. Design guidelines can be found here: <https://files.lasvegasnevada.gov/planning/Historic-Guidelines-and-Standards.pdf>
- If the proposed property, building or structure is listed on the City of Las Vegas Historic Property Register ["local register"] prior to submitting an application. The property may be listed individually or may be a contributing or non-contributing property within a locally-designated historic district. The criteria, process and effects of historic designation are provided in the city of Las Vegas Unified Development Code, Chapter 19.10.150 HD-O Historic Designation Overlay District.

GRANT CONDITIONS UPON AWARD

The LVCC will reimburse the Grantee for all eligible expenditures provided for in the signed Grant Agreement contingent upon the following conditions:

- Grant recipients must sign both the Grant Agreement, and the Covenant and Maintenance Agreement (if applicable) within 30 days of award.
- Grant projects must begin within six months of award date. Failure to begin the project in this time frame may result in the cancellation of the Grant Agreement. If an extension to begin the project is necessary, a written letter to the grantee must contact the LVCC Executive Director must be delivered at least a month prior who may at his/her discretion, grant any time extension deemed appropriate, or have the applicant appear before the Commission for further discussion.
- Grant projects must be completed within 12 months from the date funds are awarded, to the applicant, unless special circumstances require an extended period. Funds will be disbursed as a reimbursement to the applicant.
- In the case of unforeseen extenuating circumstances, applicants may apply for an extension of time for either the six (6) month start requirement or the 12 month completion deadline. The LVCC Executive Director, at its discretion, may grant any time extension deemed appropriate.
- The project work must be completed in conformation with submitted visual and/or written specifications. Grantee is responsible for reporting any changes made to the project scope or project during the duration of the grant.

- Grant recipients must use vendors and contractors who are licensed to operate within the city limits of Las Vegas. The contractor or tradesperson selected must have experience with the work item they will complete.
- Grantee must notify the LVCC **Executive Director** when there are fundamental changes to their organization's programming, structure, or leadership.
- Grantees must be able to complete the funded phase of a project within budget.
- Grant recipients must include appropriate acknowledgement of LVCC's financial support in all printed or produced materials generated for the project, **with the following, or similar, language:**

*This product has been financed in whole or in part with funds from the **Las Vegas Centennial Commission for the Las Vegas Centennial**. The contents and opinions, however, do not necessarily reflect the views or policies of the City of Las Vegas, nor does the Commission for the Las Vegas Centennial guarantee the historical accuracy of the content of grant funded projects **through the sale of the Las Vegas License Plate**. The contents and opinions of this funded project do not necessarily reflect the views or policies of the city of Las Vegas."*

- **Upon completion of the project**, grantees must ~~present proof of~~ **are required to appear before the Commission to present proof of** project completion. ~~within thirty (30) days. Proof can be made in the form of, but not limited to a presentation to the Commission, photographs, video, or a site visit. In the case of published work, two (2) copies of the final product, whether in CD or printed form, must be submitted to the LVCC.~~ **This can be in the form of an oral or visual presentation, or presenting the Commission with a work of literature, photographs or digital material.**
- ~~Funds will be disbursed as a reimbursement to the applicant.~~
- Grant funds will be dispersed **as a reimbursement upon request**, provided the project has been completed in accordance with the ~~contract~~ **Grant Agreement**. **Grantee must submit invoices and proof of payment in the form of copies of cancelled checks or confirmation of electronic payments to the LVCC Executive Director in order to receive reimbursement.**
- ~~Grantees must allow access to all related documents necessary for a comprehensive audit.~~
- All grantees must agree, if asked, to participate in the annual May celebration of National Historic Preservation Month. For example, if the project includes a tour of a historic property that received funds from the History grant program, the City may participate by distributing provided brochures from the property inviting the public to participate in the tour.

Grant awards related to the preservation of a historic property or structure require recipients to adhere to the following additional conditions:

- A Performance Bond or personal guaranty may be required for grant funding over \$100,000.00.
- Grant recipients must schedule one meeting with the city's Historic Preservation Officer (**HPO**) and the contractor ~~at the Department of Planning to discuss the project~~ **scope prior to work commencing; and one meeting with the HPO to be conducted on-site upon project completion for a historic integrity review to confirm that the project meets all grant requirements.**
- Grant recipients must obtain all necessary approvals and permits ~~from the City of Las Vegas Historic Preservation Commission and both Departments of Planning and Building & Safety~~ prior to project commencement. An application for a Certificate of Appropriateness from the **Historic Preservation Commission (HPC)** may be submitted concurrently with the grant application and prior to the permit application process.
- Grant recipients must sign ~~the Grant Agreement, covenant and maintenance~~ **a Preservation & Maintenance Agreement** within 30 days of award to ensure that after the grant-assisted work is completed, the owner(s) will maintain the premises for a minimum of five (5) years so as to preserve the historical significance and integrity of the features, materials, appearance, workmanship, and environment that made the property eligible for historic designation.
- **Grant recipient must agree to display a sign and/or Centennial logo on the property indicating that the project was funded in whole or in part by Las Vegas Centennial Commission.**

- ~~Grant recipients must use licensed and bonded contractors. The contractor or tradesperson selected must have experience with the work item they will complete. The property owner is encouraged to select the contractor or tradesperson who is best qualified to perform the Scope of Work and is not required to select the lowest bid.~~

Grant awards for art, public art, and publishing activities require recipients to adhere to the following additional conditions:

- ~~The LVCC recognizes the importance to artists and owners of artwork of intellectual property rights and wants to preserve those rights for artists to the extent practicable.~~
- Copyright: The artist will retain all rights under the Copyright Act of 1976 (17 USC Section 101) as the sole author of a work funded or commissioned by LVCC for the duration of the copyright. The duration of the copyright in the United States is currently the life of the author plus seventy (70) years. Title to the artwork passes to the LVCC upon its written acceptance of and payment for the work; copyright belongs to and remains with the artist. Although the LVCC may “own” a work of art, the artist who created the work owns the copyright to the work of art, including all ways in which the work is represented, other than in situ. Artists may wish to register their copyright with the Federal government. Artists who have a work of art funded, in whole or in part, by the LVCC shall obtain the LVCC’s consent, which may be conditioned, prior to the artists waiving or sharing any of their legal copyright privileges as defined and awarded by the Federal government.
- Visual Artists Rights Act of 1990 (VARA): In cases where the art is integrated (building, landscape, infrastructure, etc.); LVCC may ask the artist to waive VARA rights.
- Rights to Reproduce the Work: The artist and LVCC must each agree to the right to reproduce the artwork in any and all forms. Typically, artists grant the LVCC license to make two-dimensional reproductions of the work for non-commercial and educational purposes. The LVCC in turn agrees to include a credit to the artist and a notice of copyright on all such reproductions.
- Documentation of Public Art: All public art commissioned under the LVCC Fund shall be documented in writing, in photographs **or digital images**, and in other media that may seem appropriate. As the purposes of the LVCC is to encourage preservation at the local level to facilitate the education, commemoration, preservation and enhancement of historic resources in Las Vegas, documentation through photography and other media will be made available as widely as possible through the LVCC’s websites, and in other appropriate media.
- Removal of Public Art: Because the LVCC is responsible for funding, and because the disposal of artworks may have serious implications, removing a work of art from public view should be a deliberate and seldom-used procedure. A work of art may be considered for removal for one or more of the following reasons and must receive concurrence from the LVCC:
 - The site has become inappropriate; for example, it is no longer publicly accessible, or the physical setting is to be destroyed
 - The work is fraudulent or not authentic.
 - The work possesses faults of design or workmanship.
 - The work requires excessive or unreasonable maintenance.
 - The work is damaged irreparably, or to an extent where repair is unreasonable or impractical.
 - The work represents a physical threat to public safety.
 - The artist has requested removal in writing and the request receives the concurrence of the LVCC.
 - The work of art has received documented and consistent adverse public reaction from a measurably large number of individuals and/or organizations over a period of 3 or more years that surpasses the benefit of the art, and the LVCC agrees that the work should be removed.
 - In any such cases the artist or **his**/her heirs must be notified and allowed to comment when removal is considered. The decision to dispose of a work of art must be approved by the LVCC.
 - Depending on the work of the published materials, they may be required to be made available to the public free of charge.

APPLICATION AND REVIEW PROCESS

- Applications must be submitted on-line at: https://cityoflasvegas.formstack.com/forms/lvcc_grant
- This is an annual grant category. Applications are accepted year-round and must be received by the Application Submittal Closing Date listed in the Commission for Las Vegas Centennial Meeting Schedule in order to appear at the following Centennial Commission Meeting Date: <https://files.lasvegasnevada.gov/city-clerk/Centennial-Commission-Meetings.pdf>.
- As applications arrive, each is reviewed for eligibility and completeness by the LVCC staff Executive Director, and forwarded to the Commission for their review. If requirements are met, the Director will schedule the applicant to appear before the next LVCC Meeting. ~~Those applications meeting the basic requirements will be invited to make a brief presentation~~
- The applicant or their representative is required to attend the meeting and present their proposal in front of the Commission. Presentations are limited to ~~(no more than 5 five minutes per application.)~~ at the next available meeting of the LVCC and be. The applicant must be prepared to respond to any questions about their proposal. ~~from the Commission. at the next meeting of the LVCC. The LVCC Executive Director will schedule your meeting date~~
- After the conclusion of the presentation and the question/answer period, the Commission will make a determination whether to award a grant or not.

Eligible Expenses

- The repair or rehabilitation of historic properties, buildings and/or structures
- The removal of incompatible or non-historic features on historic properties, buildings and /or structures.
- Planning documents related to restorations of historic properties, buildings and/or structures (architectural and/or engineering drawings, research and/or feasibility studies, documentation of work in progress)
- Costs associated with producing and running an event commemorating the history of Las Vegas
- Costs associated with producing educational materials commemorating the history of Las Vegas
- Costs associated with producing public outreach & awareness materials commemorating the history of Las Vegas
- Costs associated with producing works of art, literature and/or media material (print, audio, visual) that commemorate the history of Las Vegas
- Project Manager Salary Personnel (salaries not to exceed \$30/hour)
- Restoration of missing or altered historic features
- Window repair or restoration to include appropriate weatherproofing or measures to increase energy efficiency
- Planning to include architectural or engineering drawings, research, feasibility studies or documentation of work progress; and in rare cases, the acquisition of land

Ineligible Expenses

- Landscape improvements
- Mileage
- Per diems
- Benefits
- Mortgage notes, insurance policies and so forth
- Planning costs/internal meetings
- Food and beverage
- Furnishings or anything that can be easily removed from the building. Examples include curtains, speaker systems, chairs, tables, etc.
- ~~Staff salaries or any other salaries or stipends other than project manager salary above~~

- Expenses incurred prior to grant application
- Governmental fees
- Legal, financing, leasing fees and/or expenses
- Purchase or repair of tools and equipment
- Taxes, delinquent loans and/or fines
- Sprinkler/fire suppression systems
- Interior work
- Paint, landscaping, hardscaping, fencing, lighting, furniture or signage
- HVAC, plumbing, electrical, work required for ADA compliance, security or alternative energy systems
- Building Additions

GRANT APPLICATION FORM

The application form is composed of four (4) parts:

Part I is the Application Cover Page Applicant Information: This provides the Commission 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. **Provide all necessary information including name, address and contact information, your Mission Statement if applying as an organization, amount of grant request, and if a construction project, all building information.**

Part II is the Grant Project Description: section and should. Describe your project in detail. This section **including** must contain specific information on the historical significance of the subject matter **project as it relates to the history of Las Vegas, specifically its Centennial from 1905-2005,** 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 **a list of project partners (if applicable), how the funding will be used, your experience managing grants, and if applicable, a sustainability plan.**

Part III is the Proposed Budget Sheet: section. A detailed project budget is necessary to provide the Commission with information needed to evaluate applications **required for this grant proposal.** In addition, this information may be used at a later date, in preparation of funding agreements between the Commission and the awardees. **Include all items associated with the proposed project, including a description of the expense and its cost.** Please note that matching funds from other sources, while not mandatory, are highly encouraged. The applicant's 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 **(for your reference a listing of eligible and ineligible project costs are included below).** Applicants may use the enclosed sample budget form or an alternative budget of their choice, so long as it precisely and clearly **Your budget sheet should reflect the break-down of what items are funded by other sources, and which items will be funded by this grant.** An example Budget Sheet is included in the Grant Application that can be used as a guideline. However, you must create your own budget sheet and attach it as a word or pdf file at the end of the application. You must also include copies of all cost estimate proposals from the vendors and/or contractors who will be providing materials for the project or who will be performing the work. If any expense exceeds fifty thousand dollars (\$50,000.00) you must obtain three (3) competitive bids, or provide justification for a sole source procurement.

Part IV is the Additional Required Documents section. Part IV lists all required supplemental documentation, including a copy of your most recent audit report, if applicable, 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.** Applicants must provide all additional documents that are specific to the nature of the project. These may include copies of resumes and biographies, site plans and drawings,

digital images, structural reports, and/or copies of permits. A full list of required additional documents is included in the Grant Application. Applicants must provide all required documents or ~~detailed~~ explanations of **note** why they are not applicable.

PART I. Applicant Cover Page Information

Name of Applicant or Organization*

Organization's Mission Statement (if applicable)*

Funding Amount Request *

\$

Authorizing Official*

Legally authorized to contract on behalf of your organization. i.e. Board President, Executive Director

Authorizing Official Title*

Authorizing Official Address*

Address Line 1

Address Line 2

City

State

ZIP Code

Authorizing Official Title Phone*

Authorizing Official Title Email*

Primary Contact (If different from above)

Primary Contact Title

Primary Contact Address

Address Line 1

Address Line 2

City

State

ZIP Code

Primary Contact Phone

Primary Contact Email

Project Funding Category and Working Title*

Project Address (if applicable) Special Commission for the Las Vegas Centennial August 10, 2020 - Page 23

Address Line 1 _____

Address Line 2 _____

City _____

State _____ ZIP Code _____

Assessor's Parcel Number (if applicable) _____

Age of Structure (if applicable)

Zoning Designation (if applicable)

Organizations current budget

~~If required, organizations most recent audit report (no older than 36 months) along with comments on the finding and recommendations, including a plan for correction action taken on prior findings~~
applying as a non-profit organization, please include a list of your Applicant's current board of directors ~~(if non-profit organization)~~ **and attach a copy of your 501(c) (3)** IRS determination letter of tax-exempt status as a PDF at the end of this application.

-

PART II. Grant Project Description/ Narrative Questions

Please provide a compelling narrative that is clear and succinct in its description of your request.

Due to space limitations, you are encouraged to provide detailed information about your project on a separate Word document and attach as a separate file (Word or PDF) at the end of this application.

1. Provide a concise description of your project's objectives and timelines, **specifically how it relates to the celebration and commemoration of the history of Las Vegas, most specifically, the city's Centennial (1905-2005).** If a preservation project, please include any prior work completed, the specific location on the building that will be affected and what materials will be used in the rehabilitation work. For example, "Wood siding will be glued **to the walls in order to** repair or replace deteriorated original wood siding on the front façade." Reference the site plans and elevations. Also, include what specific project elements Centennial funds will support.*

2. Detail the significance of the project or resource based on its cultural, historic, architectural and/or archaeological quality and significance to the community.*

3. Include a listing of project partners (if relevant **applicable**). ~~List other funding sources, committed and applied for as part of the project budget.~~ **List all other non-government and government grant awards, including grant amounts and names of agencies. Include funding from other city departments, as well as state and/or federal funding resources received in the past or present, or any future funding allocated for this project.***

4. Describe how the funds will be used.*

5. Provide a brief statement of **you or** your organization's history and activities **with historic or cultural preservation**. Include **all** your experience, whether or not the project was funded by a grant. ~~successfully managing grants and preservation projects.~~ Include information on any grants previously applied for **awarded** from the Centennial Commission (project title, amount received and dates **of grant award and completion**).

6. List key project personnel, including consultants, and briefly describe their responsibilities and qualifications.*

7. Describe the key activities of your project, specifically how they relate to the celebration and commemoration of the history of the City of Las Vegas, especially the city's Centennial (1905-2005), as well as an associated timeline for your plan project*

8. If the project is to be phased, please describe each phase.*

9. If applicable, please provide any known project limitations that may affect the project timeline or success (i.e. asbestos; drainage; physical and structural concerns). Include plans for continued project funding and/or maintenance and provide a statement regarding the project's potential for long-term sustainability and success.*

10. If applicable, please provide sustainability plans for financing the operation and/or maintenance of the project at the conclusion of the grant. Describe the final product resulting from your project. Please provide examples of any **marketing or social media** materials produced by your project.*

Save and Resume Later



Progress



PART III. Budget Worksheet Sheet

A detailed budget is required for this grant.

Please include all items associated with the project and which will be funded by the grant or other sources of funding. A sample of the areas of focus is below.

Personnel (List by type of labor and include hourly rates of all individuals working on the grant project). Include salaries & wages, payroll taxes and benefits and professional services.

Expense Description	Total Amount	Grant Request

Project Supplies & Materials (At least three (3) competitive bids must be obtained for any procurement of services that exceed \$50,000. Justifications must be provided for all sole source procurements).

Expense Description	Total Amount	Grant Request

Contracted Services (Describe and attach subcontract or estimates including design/engineering).

Expense Description	Total Amount	Grant Request

Revenue (Include all sources of project support including grant awards, private support, corporate support and LVCC grant request).

Revenue Description	Total Amount

A Detailed Budget Sheet is Required for this Grant Proposal

Please include all items associated with the project and which project will be funded by this grant (the LVCC) or other sources of funding. An example is provided below. Please create your own budget sheet to list all expenses, making sure to include all required information and attach it as a separate file (Word or PDF) at the end of this application.

Include copies of all cost estimate proposals from vendors/and or contractors. The vendor and/or contractor's license number must be included on the cost estimate proposals, and they must be licensed to operate within the city limits of Las Vegas.

*At least three (3) competitive bids must be obtained for any expenses that exceed \$50,000.00. Justifications must be provided for all sole source procurements.

Below is an Example Grant Budget Expense Sheet

Personnel (List by type of labor and include hourly rate)

Description of Expense	Total Expense Amount for this Item	Funding from Other Sources	Requested Grant Amount from LVCC
Project Manager (\$25 an hour)	\$15,000.00 for 600 hours	\$5,000.00	\$10,000.00
Event Manager (\$25 an hour)	\$15,000.00 for 600 hours	\$5,500.00	\$9,500.00
Total Personal Costs	\$30,000.00	\$10,500.00	\$19,500.00

Project Supplies & Materials (Provide descriptions and attach cost estimate proposals from vendors and/or contractors)

Description of Expense	Total Expense Amount for this Item	Funding from Other Sources	Requested Grant Amount from LVCC
Printing: Brochures and Signs	\$4,000.00	\$4,000.00	\$0
Volunteer T-Shirts	\$1,000.00	\$0	\$1,000.00
Classroom Materials	\$2,000.00	\$1,000.00	\$1,000.00
Bus Rental	\$3,000.00	\$1,000.00	\$2,000.00
Total Supplies & Materials	\$10,000.00	\$6,000.00	\$4,000.00

Contracted Services (Provide descriptions and attach cost estimate proposals from vendors and/or contractors)

Description of Expense	Total Expense Amount for this Item	Funding from Other Sources	Requested Grant Amount from LVCC
Branding and Design	\$2,000.00	\$0	\$2,000.00
Catering (Sponsored)	\$5,000.00	\$5,000.00	\$0
Total Contracted Services	\$7,000.00	\$5,000.00	\$2,000.00

Funding Sources (List all sources of funding for this project including your contribution, any other city, state and/or federal government funding, and any non-government or private sources).

Funding Sources	Total Amount
Grantee Contribution	\$10,000.00
Local Shop XYZ Contribution	\$500.00
City of XYZ Contribution	\$11,000.00
LVCC Grant Request	\$25,500.00
Total	\$47,000.00

Download Budget Worksheet Template-Sheet

Budget Worksheet File*

Choose File No File Chosen

File uploads may not work on some mobile devices.

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PART IV. Additional Required Documents

Depending on the nature of the grant agreement **project**, additional supplemental documents may be **are** required, **including**:

- **Published Works of Art:**
 - Proposed Authors Qualifications:
 - Resume or CV
 - Biography
 - List of publications
 - If applying as a non-profit organization, include a copy of your 501(c) (3) exempt status.
- **The Installation of Art:**
 - Artistic rendering: Sketch or drawing of artwork to be installed.
 - Site Plan of Proposed Installation Location: Drawings do not need to be professional, but should be correct in scale, include a north arrow, and be sufficiently detailed to indicate the scope of work to be implemented.
 - Digital Images: Include digital images of the current condition of the site where artwork will be installed.
 - If applying as a non-profit organization, include a copy of your 501(c) (3) exempt status.
- **Construction Project on a Historic Building, Landmark or Other Cultural Property:** If an applicant is seeking funding then prior approval
 - A **Certificate of Appropriateness** from the City of Las Vegas Historic Preservation Commission. ~~is recommended~~
 - **Include a copy of** proof of property ownership and construction date ~~in the form of a printout documentation. This can be obtained~~ from the Clark County Assessor **office or** website.
 - Documentation of property's inclusion on Local, State and/or National Register **of Historic Places** (if applicable).
 - ~~Copy of Title Report (if applicable).~~
 - Site Plan **of Work to be Completed:** Drawings do not need to be professional, but should be correct in scale, include a north arrow, and be sufficiently detailed to indicate the scope of work to be implemented, please include the following: ~~Applications must include a site plan regardless of the work proposed~~
 - Location of property lines, streets, alleys and easements
 - An outline or "footprint" of all existing structures (e.g., house, garage, carport, shade structure or patio cover, guesthouse and other outbuildings)
 - Location of driveways, sidewalks, swimming pools, fences, and walls
 - Location of proposed work (for example, if you are repairing windows, indicate their locations on the site plan using numbers or letters consistent with the written scope of work)
 - Elevations: Line drawings of the exterior elements of the building showing the location and size of windows, doors, archways or other openings in the exterior walls and the roof configuration. ~~as necessary to the project scope.~~
 - Archival Documents: If proposing to reconstruct or replicate a structure or feature, include documentation of its original appearance such as original plans or ~~footprints~~ **blueprints**, historic photographs or contemporary photo documentation showing evidence of the original structure or feature.
 - Engineer's Report: If proposing structural work on the foundation, exterior walls, or roof, you must attach an independent engineers report attesting to the problem and the recommended repairs.
 - ~~Asbestos Materials Survey~~
 - ~~Photographs~~ **Digital Images:** Include ~~color photographs~~ **digital images** of the current condition of the building **or structure**, as well as the location of the proposed work.
 - **If applying as a non-profit organization, include a copy of your 501(c) (3) exempt status.**

Attach Additional Required Documents in the links below

There is a limit of 25MB total file size per form submission. If your total document size for this submission exceeds that amount, please send any additional documents directly to **Esther Reineke Diane Siebrandt once you have been contacted and advised that your grant was received.**

[Choose File] [No File Chosen]

File uploads may not work on some mobile devices.

[Choose File] [No File Chosen]

File uploads may not work on some mobile devices.

[Choose File] [No File Chosen]

File uploads may not work on some mobile devices.

[Choose File] [No File Chosen]

File uploads may not work on some mobile devices.

Statement of non-applicability Agreement

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

~~Once completed, a signed copy of the LVCC grant application must be submitted to the LVCC Executive Director 45 days prior to a Centennial Board meeting. Applications can be emailed or delivered to the Executive Director.~~

All applications must be completed and submitted on-line by the **Application Submittal Closing Date** in order to appear before the next Centennial Commission Meeting Date. See the Commission for Las Vegas Centennial Meeting Schedule here: <https://files.lasvegasnevada.gov/city-clerk/Centennial-Commission-Meetings.pdf?sv=2017-04-17&sr=b&si=DNNFileManagerPolicy&sig=kM%2FIGqVAaKvwjUnXAbvnYe5Jk6EQ2xDyXdeVZbXRQrw%3D>

Primary Contact Name & Title

Primary Contact Signature & Date

Use your mouse or finger to draw your signature above

Authorizing Official Name & Title*

Authorizing Official Signature & Date*

[clear]

Use your mouse or finger to draw your signature above

Save and Resume Later



Progress

Submit Form

Consistent with the City's sustainability efforts to reduce paper use, backup documentation for this item can be found under Item 4.

City of Las Vegas

AGENDA MEMO **SPECIAL COMMISSION FOR THE LAS VEGAS CENTENNIAL** **MEETING OF: AUGUST 10, 2020**

DEPARTMENT: PLANNING

DIRECTOR: ROBERT SUMMERFIELD

**EXECUTIVE DIRECTOR FOR THE CENTENNIAL COMMISSION: DR.
DIANE SIEBRANDT**

☐ Action

☒ Report

SUBJECT:

20-0098-CLC1 - Report regarding the promotion of the sale of the Las Vegas Centennial license plates

PURPOSE

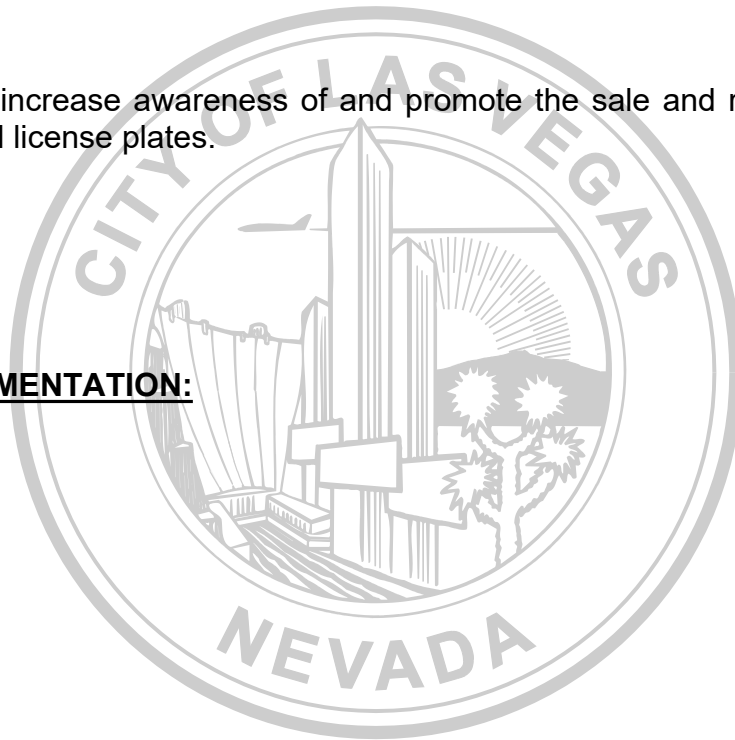
Discuss ways to increase awareness of and promote the sale and renewal of the Las Vegas Centennial license plates.

Findings:

Report only

BACKUP DOCUMENTATION:

None



Consistent with the City's sustainability efforts to reduce paper use, backup documentation for this item can be found under Item 4.

City of Las Vegas

AGENDA MEMO **SPECIAL COMMISSION FOR THE LAS VEGAS CENTENNIAL** **MEETING OF: AUGUST 10, 2020**

DEPARTMENT: PLANNING

DIRECTOR: ROBERT SUMMERFIELD

**EXECUTIVE DIRECTOR FOR THE CENTENNIAL COMMISSION: DR.
DIANE SIEBRANDT**

☐ Action

☒ Report

SUBJECT:

20-0099-CLC1 - Report regarding possible strategies to raise public awareness about funded projects by the Commission for the Las Vegas Centennial

PURPOSE

Discuss strategies to highlight previous grant funded projects to the general public through social media, a website or partnership with a local museum.

Findings:

Report only

BACKUP DOCUMENTATION:

None

Consistent with the City's sustainability efforts to reduce paper use, backup documentation for this item can be found under Item 4.

City of Las Vegas

AGENDA MEMO **SPECIAL COMMISSION FOR THE LAS VEGAS CENTENNIAL** **MEETING OF: AUGUST 10, 2020**

DEPARTMENT: PLANNING

DIRECTOR: ROBERT SUMMERFIELD

**EXECUTIVE DIRECTOR FOR THE CENTENNIAL COMMISSION: DR.
DIANE SIEBRANDT**

☐ Action

☒ Report

SUBJECT:

20-0100-CLC1 - Discussion regarding topics for future agenda items. Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Commission and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.

PURPOSE

Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Commission and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.

Findings:

Report only

BACKUP DOCUMENTATION

None