HISTORY Colorado

Certified Local Government (CLG) Subgrant Application Guidelines
CLG Subgrant Program | Federal Fiscal Year 2019

Office of Archaeology and Historic Preservation
1200 Broadway
Denver, CO 80203

Application Deadline: January 15, 2019

Questions? Contact Erica Duvic at (303) 866-4681 or erica.duvic@state.co.us

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Certified Local Government Subgrant Program

Through the Office of Archaeology and Historic Preservation (OAHP), History Colorado (HC) administers the U.S. Department of Interior's Historic Preservation Fund (HPF) Program in cooperation with the National Park Service (NPS), an office of the U.S. Department of Interior. Under this program, NPS has specified that at least 10 percent of Colorado's annual program funds must be subgranted to Certified Local Governments (CLGs). Currently Colorado has 61 CLGs.

Since 2000 Colorado's 10 percent requirement has been augmented by the History Colorado State Historical Fund. The anticipated approximate total amount available for 2019 grants is $135,000.

In extending a CLG subgrant to your project, HC assumes the responsibility for ensuring that public money will be spent appropriately and with the maximum effectiveness. HC is held accountable by NPS for compliance with all applicable federal laws and regulations.

Please note: Because a portion of the funds awarded to CLG grant recipients is provided by the State Historical Fund, CLG grant funds cannot be used to match State Historical Fund grants.

Eligibility

Only official Certified Local Governments are eligible to participate in this federally funded grant program. All CLGs are eligible to apply for funds, but no applicant is guaranteed funding. Grants will be awarded on a competitive basis.

Requirements for CLG certification are outlined in the Colorado Certified Local Government Program Handbook. Any political subdivision of the state, such as a municipality or a county, that meets the criteria set forth in the Colorado Certified Local Government Program Handbook is eligible to apply for CLG certification. Applications for CLG certification may be submitted at any time. Only those governments which have approved certified status as of January 15, 2019, are eligible to apply for funding under this grant program.

Timeline

All projects must end no later than June 30, 2020. Funding decisions and award notifications will be made March 1, 2019; however, contracting and fund distribution may be delayed due to finalization of federal funding. In most years, projects may commence as early as April; however, finalization of the federal funding has caused some subgrant rounds to be delayed until June. These dates are important because reimbursable work cannot be initiated until federal funding is available and a grant agreement is finalized by the CLG and HC.

Cash Match

No match is currently required for Colorado CLG subgrants; however, a statement describing the nature of any match—cash or in-kind/volunteer—may make the application more competitive. Many successful past applicants have provided a cash match or described as part of the grant application an in-kind/volunteer match. All volunteer/in-kind hours must be within the maximum allowed by NPS guidelines, which is currently $94.42 per hour.

Requirements for Work Performed

All projects must meet the *Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation*. Survey projects must also meet the standards established by History Colorado and detailed in the Colorado Cultural Resources Survey Manual.

Requirements for Project Participants

Key personnel proposed to serve on the project must meet the Secretary of the Interior's Professional Qualifications Standards. *Please note:* State contract management regulations require HC to consider prior contract management performance of grant applicants when awarding grants.

Requirements for Survey Grant Projects

HC requires specific products/deliverables for survey projects, which can be found in the Colorado Cultural Resources Survey Manual, Questions about what is required? Contact Erica Duvic at 303-866-4681 or erica.duvic@state.co.us for more information.

Eligible Projects

Eligible projects for funding consideration include but are not limited to:

1. Surveys to identify historic/prehistoric resources in order to complete or update local cultural resource inventories.
2. Development of historic/prehistoric contexts for evaluation of resources identified during the survey process.
3. Comprehensive historic preservation planning that may include:
    - Development of community-wide preservation plans
    - Development of a survey plan
    - Designations of local landmark districts
    - Development of architectural design guidelines

- Improvement of local historic preservation ordinances
- Support for technical or professional administrative assistance to commissions

4. Nomination of properties to the National, State, or local register
5. Public education programs, activities, or publications that create an awareness or understanding of local, state, or federal preservation programs, or that inform broad sectors of the public on preservation issues, including website development
6. Educational speakers, programs, sessions, and conferences for historic preservation commissioners
7. Innovative projects that address the application or development of new methods, tools, or technologies having potential for broad application beyond a specific project

Applications for funding will be evaluated on the basis of the above considerations as well as scoring criteria specified in these guidelines.

Long-term Projects
Projects requesting funding for segments of a long-term project are not guaranteed funding for future phases. Each year's grant application will be judged on its merits for the current phase of the proposed project.

Eligible Expenses
All aspects of the project must conform to the federal OMB's Uniform Guidance regarding allowable costs as well as other administrative requirements, federal regulations, and the Historic Preservation Fund Grants Manual. The requirements of these circulars and regulations are incorporated into the allowable cost sections of the CLG grant agreement.

- **Staff time:** Staff time for grant and project management may be included as part of an eligible grant project, but it must be included as an in-kind donation, not reimbursable expenses. All donated staff time must fall within federal rates. Costs associated with staff time must be supported by copies of records showing the employee name, dates, hours worked, dollar amount donated, description of work performed, and signatures of the employee and the employee's supervisor

- **Consultant Services:** Consultant services are defined as services necessary for the completion of the project that are subcontracted by the CLG. The CLG must follow the requirements of Title 2 Part 200.318 of the Code of Federal Regulations arranging for this type of service. Documentation of this process (procurement standards) is subject to audit.

- **Documentation Requirements:** Eligible project expenses must be backed up with copies of invoices and/or timesheets and receipts. The structure of a consultant's contract with the

CLG will determine the level of documentation required: CLGs may enter into either a **flat fee contract** with a consultant or a **non-flat fee contract** with a consultant.

- **Reporting Expenses:** Consultant invoices generated from flat fee contracts should include a list of tasks and invoiced amount.

  If the contract between the CLG and consultant is a non-flat fee contract, the CLG is responsible for reporting hourly rates for the consultant. All costs must be supported by copies of invoices. Consultant invoices generated from non-flat fee contracts should include more detailed information about the consultant's hourly rates, travel expenses (mileage, per diem, lodging), and a breakdown of all other expenses. Current mileage and per diem rates are available here. Four-wheel drive expenses must be justified. Lodging rates are reimbursable at cost, but must be reasonable.

- **Supplies and Materials:** Purchased supplies and materials are those bought specifically for the project. The CLG must follow the requirements of the federal OMB's Uniform Guidance in the purchase of supplies and materials. Documentation of this process is subject to audit. When not included in flat fee contracts, supply/materials reimbursement requests must be supported by invoices/receipts.

- **Mileage and Travel Expenses:** Mileage costs may be charged to the grant budget for necessary costs incurred. Costs included for reimbursement must be supported with information as follows: Project personnel name, date of travel, purpose of travel, number of miles traveled and rate per mile claimed (see Reporting Expenses for current rates). Other travel costs that are approved must be supported by actual travel expense documents up to the maximum agreed upon in the agreement. Travel expenses should be broken out when CLG has not entered into a flat fee contract with the consultant.

Ineligible Expenses

- Commemorative markers or plaques
- Acquisition and development (purchase of buildings/structures and construction)
- Food/drink associated with events (this does not include per diem for consultants)

Award Letters

Grant applications will be reviewed and award decisions announced on March 1, 2019 Applicants will receive an award letter and a Risk Assessment Form, which must be completed and returned before the grant agreement can be executed.

Agreements

Funded applications require that a written agreement exists between HC and the CLG subgrantee. HC will create a written agreement, which will include the federal requirements for the CLG

subgrant. The State of Colorado has implemented an agreement which will not require any signatures. The timeline for reimbursement payments to CLG subgrantees will be set forth in an attached exhibit to the grant agreement. For a sample CLG grant agreement, contact Kami Harris at (303) 866-2976 or kami.harris@state.co.us.

Please note: During the administration of funded projects, it is imperative that adequate and thorough records are maintained. It is also essential that the applicant have the capability to comply with reporting deadlines on the programmatic and financial aspects of the project on an agreed upon schedule, as well as if the project were to be audited.

Scope of Work and Budget

HC strongly advises applicants to consult with HC staff when developing project proposals and to discuss the project scope of work and budget with a professional consultant prior to submitting an application. Grant application reviewers are better able to determine if project costs are reasonable if they are based upon recent estimates. Providing estimates with your application ensures that reviewers will understand the costs associated with your project and that sufficient funds have been requested to complete the proposed scope of work. If you have multiple estimates in hand, base your budget on the highest estimate received. When applicable, include the basis (metrics) used to determine budget figures, for instance, reconnaissance surveys of 30 sites @ 5 hours x $50 per hour = $7,500.

Including three (3) estimates for the work to-be-performed in the grant application is recommended, but not required. **Once awarded, CLGs will be required to show documentation that they sought proposals from at least three qualified consultants.** This can be completed either during the application process, or after a project is awarded. If you have chosen a consultant or narrowed the field, HC advises that you relate that information in the grant application. If a consultant has been selected, you must provide evidence in your application that two additional estimates were received and considered prior to making your selection.

Once awarded, the exhibits of the agreement (Exhibit A: Scope of Work, Exhibit B: Budget, Exhibit C: List of Submittals) will outline the work to be completed, timeline for project reports and deliverables, as well as the budget structure.

- All costs must be paid, properly verified, and documented prior to reimbursement. Appropriate documentation may include, but is not limited to, copies of cancelled checks, billing statements, invoices and receipts, and/or monthly billing statements with the appropriate dates and figures noticeably highlighted.
- All costs must be in payment for obligations incurred during the project period. Obligations made prior to the start date or after the ending date of the agreement will not be approved or reimbursed.

- All costs must represent expenditures which are necessary to the accomplishment of approved grant objectives and as agreed to in the agreement.
- All expenses must be within state allowable rates, as listed on page 4.
- No changes or revisions to the project budget may be made without prior written request to and approval from the HC CLG grant administrator, Erica Duvic, or her delegate.

Scoring and Evaluation Criteria

Grants are reviewed and scored based on the following criteria and points. (See attached documents for more information.)

1. Project Team (15 points)
2. Project Description (25 points)
3. Timeline (10 points)
4. Public Benefit and Outreach (20 points)
5. Prioritization (10 points)
6. Combined Scope of Work and Budget (20 points)

Please note: If grant application reviewers believe that there are more projects worthy of funding than available money, they may consider certain non-scored factors. These non-scored factors may include past performance on other CLG requirements such as timeliness in submitting minutes, annual reports, and state tax credit issuance, and equitable issues such as geographic representation, number of grants awarded in previous years, and maturity of a local program.

HISTORY Colorado

CLG Grant Application: Instructions
(Application Form at end of document)

How to Complete the CLG Grant Application

The CLG Grant Application is short and concise, consisting of a completed application form, narrative-form responses to application questions, a detailed scope of work and budget (combined), recent W-9, and associated attachments that are vital to comprehending the project, such as photos, maps, or consultant estimates. Applications should be submitted in pdf format via email by the application deadline. If you need help creating pdfs of your application documents, contact HC staff for assistance. You are encouraged to submit draft applications for HC staff comment prior to the application deadline. Please submit draft applications for review by December 14, 2018.

IRS Form W-9

Applicants are required to submit a recently completed IRS Form W-9 with their application.

Legislative Information

To find your congressional district and legislators visit https://leg.colorado.gov/find-my-legislator and https://www.govtrack.us/congress/members/CO.

Where to Send Your Application

CLG applicants must submit a completed grant application via email to History Colorado by January 15, 2019. Applicants should email their applications to David Gonzalez at BOTH oahp@state.co.us and david.gonzalez@state.co.us. and use the "request a read receipt" function of their email application to confirm that HC has received the submittal.

Deadlines

Applications must be sent via email to BOTH oahp@state.co.us and david.gonzalez@state.co.us by 5:00pm on Tuesday, January 15, 2019. **History Colorado will not accept mailed or faxed CLG grant applications. Incomplete applications will be determined ineligible and returned to the applicant.**

Proposal Selection

Award decisions will be based upon criteria established for evaluation of the application with points assigned to each section.

Every effort will be made to distribute grant funds to a maximum number of eligible localities and to ensure an equitable distribution among urban and rural areas. To help achieve this goal, grant awards are typically limited to **$25,000 or less.** Applications that are recommended for funding may be fully or partially funded. For example, a grant application for the survey of 30 properties may be awarded for 20 properties.

Evaluation Criteria

1. Project Team (15 points)
2. Project Description (25 points)
3. Timeline (10 points)
4. Public Benefit and Outreach (20 points)
5. Prioritization (10 points)
6. Combined Scope of Work and Budget (20 points)

Section 1: Project Team (15 points)

Describe the project participants, their qualifications, preservation experience and role in the project.

- What other recent preservation projects has your CLG undertaken?
- Who will manage the grant? What other grants have they managed?
- What roles will CLG staff and/or HPC members play in this project?
- Have you consulted with HC staff and/or qualified consultants?
- Who will serve as the project lead?
- Who will perform the scope of work? Do they meet the Secretary of the Interior's Qualification Standards?
- What partnerships will be created from the project?
- Are you pursuing this project jointly with other groups? If so, describe your partners and their role(s).

Key personnel proposed to serve on the project must meet the Secretary of the Interior's Professional Qualifications Standards.

Please note: State contract management regulations require HC to consider prior contract management performance of grant recipients when awarding grants.

Section 2: Project Description (25 points)

- Describe the work of the project in detail.
- What work will be performed?
- Has previous work been done in the project area or at the project site?
- What historic resources are involved (if any)? Provide a brief history of the project site or survey area along with photos and maps.
- How many resources will be addressed by the project?
- What is the historic significance of these resources?
- Are the resources historically designated? If so, at what level? Why is the project important for the resource(s) and/or community?
- What preservation practices will be used?
- How will the Secretary of the Interior's Standards and/or the Historic Preservation Fund Grant Manual requirements be upheld?
- Why is it urgent that the project be completed now?

All projects must meet the *Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation*.

For survey projects, applicants must provide a map of the proposed survey area and photographs of typical resources within the area. For projects involving specific historic sites, photos of the site and a map indicating the location of the site should be provided.

Section 3: Timeline (10 points)
Describe the timeline of your project, keeping in mind limitations such as weather, professional schedules, deliverable review time, and contractual deadlines, such as the time it may take to execute your agreement with History Colorado. Please note that HC guidelines allow up to 30 days for staff review of project deliverables.

Please be aware that you are not permitted to begin work on your project under any circumstances until your agreement with History Colorado is finalized. History Colorado's agreement schedule is dependent on Congress and the National Park Service. The date that HPF funding is available to SHPOs for disbursement to CLGs changes annually. Typically CLG grant agreements are finalized between May and July.

Projects must be fully completed by June 30, 2020. Your timeline should reflect this deadline. Failure to agree to this deadline will compromise your HPC's eligibility to receive CLG grant funding.

Section 4: Public Benefit and Outreach (20 points)
Describe the public benefit of your project. Address the following questions and include any other pertinent information.

- What will the community gain from this project?
- Does the community support this project? How do you know? Providing letters of support will help strengthen your application.
- How will the project enhance the preservation ethic or highlight the importance of preservation?
- How will the community know the project is being undertaken?
- Is there a way for community members to become directly involved?
- How will the final result or findings of the project contribute to the community's understanding of its historic resources?
- How will the final result or findings be publicized?

Describe how your project aligns with the goals and objectives of the State Preservation Plan. Be specific—connect your project with at least **one** of the six (6) goals and **three** objectives put forth in the plan.

GOAL A: Preserving the Places That Matter
GOAL B: Strengthening and Connecting the Colorado Preservation Network
GOAL C: Shaping the Preservation Message
GOAL D: Publicizing the Benefits of Preservation
GOAL E: Weaving Preservation Throughout Education
GOAL F: Advancing Preservation Practices

Section 5: Prioritization (10 points)
Describe why you have selected this project and why it is a priority for your CLG.

- Describe how your project will support and inform other current critical preservation efforts in your community.
- If your CLG has a preservation plan, how is this project a part of that plan?
- Explain the preservation opportunities that will be affected if the project is not funded.
- Explain any threats to the resource(s) around which your project is centered. Be sure to mention if your project will help to mitigate or eliminate threats.
- Demonstrate that all planning is complete and all partnerships are in place. Explain how the project momentum, mobilization, and/or project participants/partners will be affected if funding is not awarded now.
- If other funders are committing to your project, does your cash match need to be spent during a specific period of time?
- If this project lays the groundwork to meet goals in the future, explain how the proposed project is the next logical step or natural culmination of a multi-phased effort.

Section 6: Combined Scope of Work and Budget (20 points)

The scope of work demonstrates to reviewers how your project will unfold and that you have considered all of the elements required to complete a successful project. The scope of work should mirror your timeline and project description.

Components and Line Items
Please break out the components of your project into line items using the outline provided. All of the components should be thoroughly described in your Project Description (Section 2) and found in your Timeline (Section 3).

Costs
Each line item should have an associated cost that is directly sourced from one set of your project bids or estimates. All bids and estimates should be provided as attachments.

Description
Provide a brief list (3-4 lines) of tasks associated with each line item in the description box below. If there are more tasks associated with a line item than will fit in the description box, please break out

the component into more than one line item or continue your description using the following budget line and corresponding description box. (e.g. A. Fieldwork and B. Fieldwork continued).

Supplemental Information

In addition to the required Scope of Work and Budget Form, you may submit a supplemental Scope of Work and Budget in your own format to provide additional description of each project component if you think it will help readers better understand your project. You may also further define and explain the details of your scope of work and costs in the space provided in Section 6 of the application.

Questions? Contact Erica Duvic at (303) 866-4681 or erica.duvic@state.co.us.

HISTORY Colorado

CLG Grant Application

Application Deadline: January 15, 2019

Name of CLG Gunnison County Historic Preservation Commission
Address 221 North Wisconsin St. Suite G
Federal Employer Identification Number (IRS tax ID number) 84-6000770
☑ Recently Completed IRS Form W-9 Attached (required)
Contact Person for CLG Mike Pelletier
Title Administrator of GCHP Commission
Phone 970 641 7645 Fax _____ Email mpelletier@gunnisoncounty.org
CLG Certification Date _____ Number of CLG Grants Received to Date 1

Name and Title of Chief Elected Official Jonathan Houck Chair of Gunnison County Com
Congressional District Number CO3
Federal House Representative Scott Tipton
Federal Senate Representative Michael Bennet
State House Representative Julie McCluskie
State Senate Representative Kerry Donovan

Name of Project Townsite of Crystal Historic Resource Assesment
Amount of Request $ 17,451.00
Project Total $ 17,451.00

Cash match (if applicable) *Cash match is no longer required for Colorado CLG grants.*
☐ In-kind_____
☐ Cash _____

Brief Description of Project (no more than 1500 characters):

The Townsite of Crystal and associated mill is the most photographed historic structure in Colorado. The town is located approximately 10 miles from Marble, Colorado in the Elk Mountain Range. The grant application requests funding for a Historic Structure Assesment of up to 15 different properties in the townsite. Many of these structures date to the 1880's and 1890's from when the mining town was first growing. The assement will include a records search with SHPO, historic GLO maps and the county tax records. These results will be incorporated in the final report. A field survey of the townsite will occur with detailed maps and architectural Inventory form completed for each structure. Photographs will also be taken. Finally, a cultural resource survey report will be completed that addresses the contributing features to 5GN1332 Crystal Townsite.

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Please be aware that you are not permitted to begin work on your project under any circumstances until your agreement with History Colorado is finalized. History Colorado's agreement schedule is dependent on Congress and the National Park Service. The date that HPF funding is available to SHPOs for disbursement to CLGs changes annually. Typically, CLG grant agreements are finalized between May and July.

☑ I understand that I may not begin work on my project until my agreement with the History Colorado is finalized at a time subject to the schedule of the National Park Service.

All work must meet the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation. Survey projects must also meet the standards established by History Colorado and detailed in the **Colorado Cultural Resources Survey Manual**. Work not meeting the Secretary of the Interior's Standards in the judgment of History Colorado staff shall not be reimbursed.

☑ I understand that all work must meet the *Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation* and when applicable, survey standards established by History Colorado.

Projects must be fully completed by June 30, 2020. Your timeline should reflect this deadline. Please check the box below to agree to this deadline. Failure to agree with this deadline will compromise your HPC's eligibility to receive CLG grant funding.

☑ I understand that my project must be completed by June 30, 2020, to comply with National Park Service requirements. I understand that failure to comply with this deadline could result in History Colorado declaring all/part of the work ineligible for reimbursement.

Certification: This application is submitted to History Colorado for funding consideration under the Certified Local Government provisions of the National Historic Preservation Act of 1966 as amended. I certify that Gunnison County Historic Preservatio has an approved certification Agreement and is eligible for participation in this program. I understand and agree to sign a "Certification Regarding Debarment, Suspension and Other Responsibility Matter, Drug-Free Workplace Requirements and Lobbying" if awarded funds.

Signature of Chief Elected Official_____

Title Chairperson of the Board of County Commissioners Date_____

Section 1: Project Team (15 points)

List project participants, their qualifications, and the exact role they will play in this project.

The project participants will be the Gunnison County Historic Preservation Commission (GCHPC) to manage and oversee the grant. The GCHPC has previously recieved a CLG grant to conduct a county wide survey and context for future research and identification. Commission members Justin Lawrence (USFS Archaeologist) and Jody Reeser (Architect) will be managing the grant and both have previous experience. GCHPC members will be involved in research and field visits during this project also.
The Cox family which owns most of the townsite for providing access to the structures and partnering with the GCHPC to potentially open the school house to the public.
ERO Resources Corp. would conduct the research, field visit and cultural resource report. ERO previously worked with the GCHPC for the county wide survey and are a qualified consultant.

ERO provides comprehensive cultural resource management services to achieve compliance under Section 106 of the National Historic Preservation Act. Our clients trust ERO to navigate the increasingly complex Section 106 process, from initial project development to facilitating coordination and consultation with agencies and Native American tribes. ERO's cultural resource specialists have developed programmatic approaches for multiple undertakings including completing large-scale inventories and treatment for complex multiyear projects. Our project expertise includes water development, electrical transmission, land development, conventional and alternative energy, transportation, and Section 404 permitting.
Cultural resource survey and identification
Geographic Information Systems modeling
Evaluative testing; historic property treatment
Historic American Buildings Survey/Historic American Engineering Record to NPS and state standards

ERO Cultural Resource Specialist Abigail Sanocki (M.A.) will be conducting all fieldwork, documentation, and evaluative work. She exceeds Secretary of Interior Standards for conducting work in the field of architectural history and would serve as the Project Principal Investigator with assistance from ERO's staff cultural resource specialists and GIS department. Sean Larmore will serve as the Principal Investigator in Charge and would supervise reporting and contracting.

Section 2: Project Description (25 points)

Describe what you propose to do in the sequence it will be done, how it will be done, and why it is important.

As stated in the Historic Resource Survey Plan Gunnison County, Colorado (2016), the survey area should include all buildings located within the town's incorporated limits and along State Highway 3 at the intersection of Sections 27, 28, 33, and 34, Township 11 South, Range 87 West of the 6th Principal Meridian (project area). Forest Service archaeologists identified the entire townsite as a cultural resource under the Smithsonian number 5GN1332 in 1974, but did not complete an inventory of extant buildings nor provide an evaluation for the town as a potential historic district eligible for listing in the State and National Registers of Historic Places (S/NRHP). Tax assessor records and modern aerial photographs indicate that the survey would result in the documentation and evaluation of approximately 15 historical properties constructed between ca. 1885 and 1970. Each property will be documented on an individual OAHP Architectural Inventory form (1403) and evaluated as contributing or noncontributing features to the eligibility of the Crystal Townsite Historic District (5GN1332) for listing in the S/NRHP.

Previous stabilization work has occurred at the Crystal Mill and various structures in the townsite. The importance of this survey is to finally evaluate the site and determine the significance of each of these structures. Using the same qualified consultant as our previous survey should ensure all standards and requirements are met.

If this survey is not funded the current momentum of possibly creating a historic district of the Town will most likely cease. If Crystal is not evaluated and the extent of the resources not known, it could result in the loss of unique, culturally valuable, historic buildings due to neglect by lack of information and resources available to the proprietors of the Town. This is the first opportunity of creating a mining Town historic district that has come to our CLG. We feel it is our duty to properly evaluate and make all reasonable efforts we can to support the preservation of such rare historic elements of our County. This survey is the first step in providing us with the appropriate knowledge for being able to evaluate this historic district potential and boundaries. With private ownership of such a large grouping of resources, feelings and momentum could shift at any time, leaving such a Town to slip away without the supported knowledge and appreciation of the quality level of important local historical resources.

Section 2: Project Description (continued)

Section 3: Timeline (10 points)

List key milestones, in the order they will be completed, and target dates for completion.

April-May2019-Records search
June-September- Schedule and conduct field visit at Crystal Townsite
October-February-Complete cultural resource survey report
March-GCHPC review report
April_May-History Colorado reviews report

Section 4: Public Benefit and Outreach (20 points)

Include who will benefit and how they will benefit as well as information on how you will make others aware of the project and share its results. Then, describe how your project supports at least one goal and three objectives of the State Preservation Plan.

Gunnison County will benefit from the survey by understanding what buildings are contributing to the eligibility of the townsite. It is a heavily visited site by the public and increasing yearly. Many photographers come just to photograph the Crystal Mill Site, likely the most photographed historic structure in Colorado. The private landowners will also benefit as it directs their efforts and finances to the buildings that contribute to the townsite.

The Gunnison Country Times will do a newspaper article on the project to highlight the efforts of the GCHPC and we will make the survey report available to the public.
The most obvious goal that this project supports is "Preserving places that matter". The Crystal townsite is a special place that matters to many people of Colorado and tourists. The three objectives that this project achieves are to"conduct survey,inventory and designation proactively" with the completion of the survey report. By making the report available to the public and copies provided to local libraries we hope to "dissimenate cultural and historic resource information broadly". By explaining the purpose of the survey and how this will lead to further preservation actions at the site it will "increase historic and cultural resource preservation".

Section 5: Prioritization (10 points)

Describe why you have selected this project and why it is a priority for your CLG.

The Townsite of Crystal is currently part of our Gunnison County survey plan; it is of medium priority. We are proposing to increase that priority due to an opportunity that has come to us by the property owners' desire to create a historic district of the Townsite. We have few districts within our CLG and the historic mining town of Crystal we feel would be a very good candidate. This resources survey will conclude with enough information to help guide our knowledge of the level of historic buildings and other resources that remain at this location.

The Crystal Mill at the west end of Town is one of the most popular visited and photographed historic sites in Western Colorado. The Town's road access is County Rd. 3, which also functions as the "Main Street" of the Town, as building are aligned along each side. Locals and visitors travel this road to visit the Townsite heavily in the warm seasons and by having the survey completed, we as a CLG would have the information available to us for better preservation efforts and public outreach for users. All of the buildings at the Townsite are privately owned and the majority of such are owned by a single family. This family has made efforts to preserve the majority of the historic buildings as to the extent possible with personal resources and knowledge have allowed for decades. They currently operate the historic General Store as a visitor's center and retail shop open to travelers coming through the remote town. If, as presumed, the survey provides support information for allowing the property owners to move forward with creating a designated historic district, it would be a great example to our community of what amazing historic resources we have here in Gunnison County, how preserving such resources can benefit everyone, and where they can go to experience the beautiful historic fabric of our County's rich mining history.

If this survey is not funded the current momentum of possibly creating a historic district of the Town will most likely cease. If Crystal is not evaluated and the extent of the resources not known, it could result in the loss of unique, culturally valuable, historic buildings due to neglect by lack of information and resources available to the proprietors of the Town. This is the first opportunity of creating a mining Town historic district that has come to our CLG. We feel it is our duty to properly evaluate and make all reasonable efforts we can to support the preservation of such rare historic elements of our County. This survey is the first step in providing us with the appropriate knowledge for being able to evaluate this historic district potential and boundaries. With private ownership of such a large grouping of resources, feelings and momentum could shift at any time, leaving such a Town to slip away without the supported knowledge and appreciation of the quality level of important local historical resources. In recent years, such lack of knowledge and appreciation has resulted in the loss of several notable buildings. The community has become more aware and vocal of the importance of our original buildings which demonstrate the story of our past as representative of our unique story and its effects on the present and future. This project supports this developing awareness and our County's desire to keep its heritage alive.

Multiple members of the Gunnison County Historical Preservation Commission took a tour of most of the remaining buildings at Crystal and have been in regular communication with the property owners. This essential partnership is in place and enthusiastic about the knowledge to be gained by this survey. The County has worked with the subcontractors bidding on the project and feels confident in furthering such relationships.

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Section 6: Combined Scope of Work and Budget Form (20 points)

Note scope of work components on lines A through I (shaded in blue) and insert the associated cost in the space provided to the right of each line. Describe each scope of work component in the space directly below. If additional space is needed for descriptions, please continue into the next box field. Insert cash or in-kind match amounts in the space provided. Match is not required for Colorado CLG grants. See application instructions for more information on how to complete this form.

A.	File and Literature Review 1. OAHP Compass File Search 2. Order and review existing documentation 3. Online archival research of public and historic records. 4. Clerk and recorder records review	1,423.00
B.	Survey Fieldwork and Documentation 1. Draft land access request letter 2. Pre-field prep, travel to Gunnison County from Denver, and complete fieldwork, including photography 3. Draft and final OAHP 1403 forms for 15 properties	9,345.00
C.	Report Production 1. Draft report 2. Final report	5,190.00
D.	Direct Expenses 1. Mileage to/from Denver, Crystal for survey, City of Gunnison for Clerk and Recorder office research, between hotel and Crystal/Gunnison 2. Printing two hard copies of the final report 3. Two CDs of the final report	1,493.00
E.		

HISTORY Colorado

F.

G.

H.

I.

Project Total	$ 17,451.00
Grant Request	$ 17,451.00
Cash Match	
In-Kind Match	
Total Match	$ 0.00

Attachments:

It is strongly recommended that you provide the following information when applicable.

- ☑ W-9 (required)
- ☑ Estimates
- ☑ Photographs
- ☑ Maps
- ☐ Letters of Support