



HPF: “Bricks and Mortar” Roof Grant Application (HPF)

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Eligibility Check – Two questions to verify that the applicant is eligible to apply.

Community Population: Please use [this link through the U.S. Census Bureau](#) for information. Note, if your community is less than 5,000 in population it may not be listed in the Census information. If your community population is over 50,000 or is located in a metropolitan area, you are not eligible for this grant.

- Unincorporated community
- 0-5,000
- 5,001-10,000
- 10,001-20,000
- 20,001-35,000
- 35,001-50,000

Please select the listing category below that best fits your property. You can search for your property’s listing status on the History Nebraska National Register of Historic Places map by [using this link](#) or by contacting the State Historic Preservation Office at hn.hp@nebraska.gov.

- Listed as a National Historic Landmark (NHL)
- Listed in the National Register of Historic Places individually
- Is listed as a Contributing Property within a National Register Historic District

Application Form

A. Applicant

Name of Legal Property Owner: _____

Mailing Address of Legal Property Owner: _____

City: _____ State: _____ Zip Code: _____

E-mail Address of Legal Property Owner: _____

Phone Number: _____

Property Owner UEI – The Unique Entity Identifier (UEI) Number is a unique 12-character identifier for businesses and governments. All applicant entities who are NOT private individuals must provide a UEI before the grant agreement is signed. Visit SAM.gov to request a UEI. If you do not have a UEI before this application is due, please write “PENDING” in the field: _____



B. Historic Property

Historic Property Name: _____

Historic Property Address (physical address): _____

City: _____ State: _____ Zip Code: _____

County Historic Property is located in: _____

Historic Property Type: For the current round of funding, only the following property types are eligible to apply. Please select the property type that your building is/was historically.

- Barn
- Farmstead (only one building per farmstead can apply)
- Library
- Downtown Commercial Building
- Theater (Opera House/Movie Theater)

C. Project Contact (main point of contact)

Please fill out even if the information is the same as the Applicant.

First and Last Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email Address: _____

D. Principal Administrator

Please fill out if different from Applicant and Project Contact.

First and Last Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email Address: _____

E. Applicant Status

Please select the title that best fits you as the property owner.



- Individual
- Local/County Government
- Local or County Historical Society
- Non-Profit Organization
- Unincorporated Business
- For-Profit Corporation
- Other: _____

F. Is your historic property located in a CLG?

CLG: Certified Local Government. In Nebraska, the CLGs are Auburn, Fairbury, Lincoln, North Platte, Omaha, Plattsmouth, Red Cloud, and Sidney.

- Yes
- No

G. HPF Grant Packet

Have you reviewed the HPF Grant Packet?

- Yes
- No

H. Project Summary

Briefly describe the proposed project in the space provided below. *(Please note, this is not the section to write out the entire project scope. View this section as the project's elevator speech, briefly explaining what it is and why it is important for historic preservation and the community. The project summary may be used for reporting purposes as well as publicity.)*

Please keep your response to no more than 500 characters



I. Project Need and Urgency

Describe the current condition of the property and how it came to be in this condition. Retention of sufficient integrity prior to the grant application will be evaluated. Prioritize the preservation work needed and how a roof repair/replacement is the most urgent need. Why is funding critical now? (*Think about other projects that will soon start that this project needs to be done before or if there is an anniversary coming up that this project needs to be done before. Emphasize why the project needs to happen as quickly as possible.*)

Please keep your response to no more than 1500 characters



J. Community Impact

How does this property currently serve its community? How will this project further serve the community? Summarize the community support for this project and then demonstrate it with, optional, letter(s) of support attached to this application. *(Justify the project's impact on the community and its context within Nebraska communities. Think about how it could potentially create social and economic benefits for the community. How has the community come together to support this project or others similar to it? Does the property represent an underrepresented story/community in Nebraska History?)*

Please keep your response to no more than 1500 characters



K. “Maintain Our Heritage” - Sustainability

The NESHPO has a 5-year preservation plan for the state. One of the plan’s goals is to “Maintain Our Heritage.” Strategies focus on sustainability, its connection to historic preservation, and preservation planning. How do you plan to maintain your property after this project is completed? How does this project implement a sustainability concept? *(Questions to think about: Is there a maintenance plan in place or are there plans to create one? Will the property be able to be maintained after the project is completed? Will green technology, resources, or materials be utilized? Will resource material salvaging be practiced?)*

Please keep your response to no more than 1500 characters

L. Applicant’s Administrative Ability



Applicants must demonstrate their ability to administer a grant should they be funded or their ability to gather a team that can assist with administration. Who will be the Project Contact and Principal Administrator and what are their qualifications? How do you plan to manage the account, procurement procedures, and record keeping requirements successfully? Do you or your project team have adequate accounting and auditing procedures to provide effective accountability and control property, funds, and assets? Does the team have previous experience administering a state or federal grant? Use similar projects or past experiences to demonstrate the administrative ability to oversee this project.

Please keep your response to no more than 1500 characters

Additional questions related to Applicant's Administrative Ability:



- a. Do you currently have other federal grant funding, directly or as a subgrantee related to this property or another?
 - Yes
 - No
- b. Is your organization subject to a Single Audit requirement?
 - Yes
 - No/NA
- c. If applicable, please provide your most recent audit as an attachment or a link to where it is available if distributed publicly.
- d. Do you or key project partners have any identified conflicts of interest with the proposed project? (A conflict of interest does not automatically mean you will not be funded but you will be asked to provide information regarding procedures to mitigate and/or eliminate the conflict of interest.)
 - Yes
 - No

M. Match Requirements

This program will reimburse up to 80% of eligible project costs up to the grant award amount upon completion of approved work items. Projects in CLG communities will be reimbursed up to 90%. Grantees must have money in hand to pay all bills as they come due. At a minimum, each applicant must confirm they have 20% (cash match) of the total project costs available but are encouraged to demonstrate that further funds are accessible to cash flow the project. *(Demonstrate that you have access to the required funds in the space provided and/or provide supplemental information as an attachment at the end of this form. Examples of proof can be found at the end of this form.)*

Please keep your response to no more than 500 characters



N. Project Schedule, Budget, and Scope of Work

Write a detailed outline of the work you propose to accomplish with this grant. Please note, that only work related to roof repair/replacement is eligible for this grant. Provide corresponding costs and an estimated date for completion of each task. Break up work items into manageable headings. *(It is critical in this section to write out a detailed description of the project work proposed. Estimates in cost can be flexible later on but we need a good estimate and a sense of project direction and time to start with. Project timeline must be justifiable with work completed by July 2025. Keep in mind that this grant will only reimburse for completed work items.)*

The space below is limited to 1500 characters, so if more space is needed please attach additional pages at the end with the file title “Project Schedule, Budget, and Scope of Work.”



Total Project Cost: *add all budget items in the answer above and write the total here:*
\$ _____

Grant Amount Requested: \$ _____
Minimum request is \$5,000. Maximum request is \$30,000. Grant requests can be no more than 80% of the Total Project Cost. Must have a cash match that is, at a minimum, 20% of the total project cost.

Estimated project completion date: _____
All project work must be complete by July 2025.



O. Required Application Submissions and Attachments

Please include all additional required materials listed below as documents attached to this application and labeled accordingly. Final application submissions become the property of History Nebraska and will not be returned to the applicant.

Evidence of ownership

Provide written proof that the grant applicant is the owner of this property.

Acceptable evidence includes current titles or deeds in the applicant's name, evidence of current title insurance, or other documentation from a local government attesting to the current ownership of the subject property (preferred).

Document must include a legal description of the property.

Documentation of match

Provide written proof that the applicant has access to funds that cover at least the minimum match requirement (20%). Types of acceptable documentation include, but are not limited to, a bank statement, loan guarantee letter, evidence of donations, or confirmation of funding from another source.

Photographic documentation of the property

Provide no fewer than 5 and no more than 20 images of the property illustrating the conditions and concerns addressed in this application. One image should show an overall view of the front façade of the property/building. The remaining images are at the applicant's discretion but should show the area to be worked on. Photos can be submitted as one large PDF or Word Document with photos correctly labeled.

P. Assurances

Signed SF-424D

Please attach the signed Assurances page found at <https://www.grants.gov/forms/sf-424-family.html>. It is the fifth document listed on the website's table. Please contact SHPO if you have any issues loading this file.

Q. Optional Application Attachments

The attachments described below are optional for you to attach.

Letters of Support: Provide no more than 5 letters of support for your project to demonstrate community support and benefit. DO NOT ask supporters to send letters directly to SHPO; they will not be attached to your application. While letters are not required they are highly encouraged to gain higher scores under the "community impact" category.

Single Audit: If you are subject to an audit, please upload your most recent audit or provide a document with a link to it.

Additional Space: If you need additional space to respond to any of the above questions you may attach those documents here. Please label the document the title of the question it is addressing.