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City of Austin Economic Development Department
Economic Development Department
FY 21 Heritage Grant
Deadline: 7/12/2020

Print Preview Prop

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\$ 0.00 Requested

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Additional Contacts
none entered

Eligibility top

In accordance with state statute (Tax Code Chapter 351), any expenditure of hotel occupancy taxes must meet two criteria: (1.) The expenditure must directly enhance and promote tourism and the convention and hotel industry; and (2.) It must fit into one of the state statutorily approved functions. For historic preservation and restoration projects or activities and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums, the project must be: (a.) At, or in the immediate vicinity of, convention center facilities or visitor information centers; (b.) Located in the areas that would be frequented by tourists and convention delegates.

1. Does your project / activity meet both Tax Code Chapter 351 requirements?

If the project does not meet both requirements, it is not an allowable expenditure of hotel occupancy tax funds for historic preservation and restoration purposes.

- Yes
No
Not Sure

The project must meet two criteria regarding City of Austin regulations: (1.) The project must fully comply with the City of Austin regulations in effect at the time the application is filed. (2.) The project must not require or seek variance or modification from any City of Austin regulations.

2. Does your project/ activity meet both the City of Austin regulation requirements?

- Yes
No
Not Sure

Applicants must be registered through the City of Austin Vendor Registration. For more information or to register, visit https://www.austintexas.gov/financeonline/vendor_connection/index.cfm

3. Applicants must be registered through the City of Austin Vendor Registration. Please enter your City of Austin Vendor number.

If you have not registered with the City of Austin Vendor Registration or need to search for your vendor registration number, please visit: https://www.austintexas.gov/financeonline/vendor_connection/index.cfm

-no answer-

Applicant Type

4. Please select the item that best describes the applicant:

- 501(c)(3) Non-Profit Organization located in Austin, Texas (as evidenced by a designation letter by the IRS)
- Commercial (For-Profit) Business Registered in the State of Texas
- Government entity located in Austin, Texas

Heritage Grant Application Project Type

5. Please select the Heritage Grant funding project type for which you are applying:

- Heritage Capital Project (Rehabilitation / Restoration / Renovation of a Historic Structure)
- Site-Specific Heritage Tourism Project (Planning / Educational / Marketing Project)

HERITAGE CAPITAL PROJECTS - Rehabilitation/Restoration/Renovation of Historic Structure

6. Please select the type of Heritage Capital Project (Rehabilitation / Restoration / Renovation of a Historic Structure) that you are applying for:

Capital projects are for façade, exterior, primary building envelope-related projects. Capital project soft costs will consist of no more than 15% of the Fall 2019 Heritage Grant allocation. Select all that apply. A prioritized list will be required.

- Structural stabilization
- Reconstruction of architectural details
- Improvements to historic property grounds (ie. historic gates and fencing, pools and walkways)
- Improvements to accessory buildings on historic property (ie. carriage houses, pavilions or other buildings);
- Adaptive reuse of historic structure (façade or exterior);
- Other:

7. If applicant currently leases the property, does the applicant have authorization from the owner to submit an application to the City of Austin's Heritage Grant Program? An Owner Authorization letter of support will be a required document upload:

- Yes
- No
- N/A

8. Provide the following information if the Owner of the Property is DIFFERENT than the Applicant

First Name, Last Name, Address, and email

-no answer-

SITE-SPECIFIC HERITAGE TOURISM PROJECT (Planning/ Education/ Marketing)

9. Please select the type of Site-Specific Heritage Tourism Project (Planning / Educational / Marketing Project) that you are applying for:

Select all that apply. A prioritized list will be required.

- Development of print or electronic materials
- Interpretive, promotional or way-finding signage
- Historic Designation
- Educational / Exhibit Development

- Tour Development
- Other:

Documents Requested *

Required? **Attached Documents ***

REQUIRED for CAPITAL PROJECTS if the applicant is not the owner of the property - Owner Authorization: Formal Letter of Support from Owner

Application Questions [top](#)

Historic Property Information

1. Historic Property/Project Name

-answer not presented because of the answer to #20-

2. PROPERTY City Council District Number - Enter the City of Austin voting district in which the project is located.

You can access district location via the interactive map at <http://www.austintexas.gov/GIS/CouncilDistrictMap/>

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- District 8
- District 9
- District 10

3. Historic Property / Site Address

-no answer-

4. Historic Designation

- City of Austin Historic Landmark
- Property individually listed in the National Register of Historic Places
- Recorded Texas Historic Landmark
- State Archeological Landmarks
- Property listed as contributing to a Historic District (Local or National Register)
- Property determined to be eligible for historic designation from the Texas Historical Commission or National Park Service
- Other:

5. Name of Local or National Historic District, if applicable

Please specify District, if none, please insert N/A

-no answer-

New Applicant - 5 Points

6. Please indicate the year the building structure site address received prior funding from the Heritage Grant Program administered by Visit Austin or the City of Austin for projects or activities:

- Prior to 2017
- 2017-2018
- 2018-2019
- 2019-2020
- I have not received previous funding

Applicant Information

7. Applicant Race Code: Please select the option that best reflects the Applicant's (CEO / Executive Director) Race Code.

- Asian
- Black/African-American/African Diaspora
- Hispanic/Latino
- Middle Eastern, Arab or North African
- Native American or Alaska Native
- White
- Multi Race or Ethnicity
- Race or Ethnicity Not Listed Above
- Prefer Not to Answer

8. Does the Applicant (individual, business or organization) self-identify as a member of the LGBTQI community or as a member of the disability community?

- Member of the LGBTQI Community
- Member of the Disability Community
- Not a member of either group
- Member of both
- Prefer not to answer

9. APPLICANT (CEO, Executive Director) City Council District Number: Visit the 10-One Districting Map to determine Council District at <http://www.austintexas.gov/GIS/CouncilDistrictMap/>

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- Applicant is not located in Austin, but the project property is located in Austin

10. Please select the United States Census Bureau North American Industry Classification System Description (NAICS) that most closely corresponds to your primary business activity.

*To research visit census.gov/cgi-bin/sssd/naics/naicsrch?chart=2017
-no answer-*

11. Please specify the category that best describes the number of employees within your organization / business (business size)

- 1-25
- 26-50
- 51-75
- 76-100
- 101+

12. Please specify the age of your business or organization:

- 1-2 years
- 3-5 years
- 5-10 years
- 10+ years

HERITAGE GRANT NARRATIVE QUESTIONS

Applicants will need to use the following questions to address the Heritage Grant Review Criteria listed in the Application Questions Instructions at the top of the page. To view the Review Criteria click the "show/hide" link just above Question 1.

Preservation Impact - 30 Points

Capital Projects - includes questions 13, 14, & 23

Marketing, Educational, & Planning - includes questions 13, 14, 25, 26 & 27

13. Project Description

Describe the project, including specific work proposed for funding.

-no answer-

14. Describe the historic, cultural, community, and/or architectural significance of the property and current and anticipated future use of the property.

Include any threats to property or if the building is an underrepresented area or serves an underrepresented population

-no answer-

Capacity and Qualifications - 10 Points

May substantiate Capacity and Qualification Attachment in Documents Tab

15. Describe the preservation qualifications, track record and ability of the applicant and professionals (including sub-contractors) composing the project team to successfully complete the project.

Provide applicable project team experience in preservation, planning, tourism, marketing, grants management, construction and design, if applicable. Full resumes are not required. Submit two project bids.

-no answer-

Tourism Impact - 30 Points

Includes questions 16, 17, & 18

16. What is the current level of tourism?

-no answer-

17. Describe the following areas of the marketing plan: Who is the target audience?; How will the project enhance heritage tourism and increase participation/accessibility to a larger number of users, tourists, hotel guests or convention attendees; Will/how will you partner with area hotels?

-no answer-

18. Describe how and what visitor data will be collected on tourist attendance/participation.

-no answer-

Project Budget - 10 Points

Includes question 19 and the proposed project budget to be provided in the budget tab

19. Provide project cost breakdown and priorities. Specify the major and prioritized components of the project with associated costs.

Provide proof of other sources of funding, if applicable.

-no answer-

PROPOSED PROJECT TYPE

20. Please select the Heritage Grant funding project type for which you are applying:

-answer not presented because of the answer to #20-

CAPITAL PROJECT - additional questions

21. Do Liens exist against the historic property?

-answer not presented because of the answer to #20-

22. If yes to question above, please specify. If no, type N/A

-answer not presented because of the answer to #20-

23. Explain how the project meets the Secretary of the Interior's Standards for Treatment of Historic Properties, if applicable, or best practices for the proposed project type.

-answer not presented because of the answer to #20-

Project Schedule - 5 Points

24. Demonstrate the Project Schedule. If the project is phased, provide a phasing schedule and funding required for each phase.

-answer not presented because of the answer to #20-

SITE-SPECIFIC HERITAGE TOURISM PROJECT - additional questions

includes 25, 26 & 27

25. Describe how the project promotes or develops planning, educational or marketing tied to the significance of the historic place.

-answer not presented because of the answer to #20-

26. Describe how the project demonstrates educational or cultural value.

-answer not presented because of the answer to #20-

27. Demonstrate how the project will be completed within a 12-month period timeline.

-answer not presented because of the answer to #20-

Equity, Inclusion and Diversity - 5 Points

28. Demonstrate how the project serves a commitment to equity, inclusion and diversity through programming, collaboration, materials, marketing, administration or other means. This is intended to facilitate broader, diverse distribution of grant funds.

-answer not presented because of the answer to #20-

Coordination with Essential Partners - 5 Points

29. If the project requires government, organizational, or community involvement, explain how those partners have been engaged. Detail efforts to engage diverse communities.

-answer not presented because of the answer to #20-

Budget & Activity Summary [top](#)

PROPOSED PROJECT INCOME	FY21 (October 2020-Sept 2021)	FY22 (October 2021-Sept 2022)	Total Proposed Project Income
-none-	\$ 0.00	\$ 0.00	\$ 0.00
PROPOSED PROJECT EXPENSES	FY21 (Oct 2020-Sept 2021)	FY21 (Oct 2021-Sept 2022)	Total Proposed Project Expenses
-none-	\$ 0.00	\$ 0.00	\$ 0.00

Priorities [top](#)

Preservation Funding Priorities

Preservation Funding Priorities	Priority Name	Brief Description	Priority Project Cost
	Priority 1		\$
	Priority 2		\$
	Priority 3		\$
	Priority 4		\$
	Priority 5		\$
	Priority 6		\$
	Priority 7		\$
	Priority 8		\$
	Priority 9		\$
	Priority 10		\$
	Total		\$ 0

Documents [top](#)

Documents Requested *

Required? **Attached Documents ***

TOURISM JUSTIFICATION: Evidence contribution to the tourism industry in Austin (i.e., annual summary of out of town visitation, hours of operations, tours provided, copies of promotional material and list of promotional activities).



HISTORIC DOCUMENTATION: Historic photograph (s), if available, or other documentation of the historic property where restoration, alterations, changes, and/or improvements are planned).



HISTORIC DESIGNATION DETERMINATION OF ELIGIBILITY, if applicable - If the property is not designated at the time of application, provide a Determination of Eligibility from the Texas Historical Commission or National Park Service.



PROJECT SCHEDULE: Demonstrate the project phasing schedule and amount of funding required for each phase.



[download template](#)

BUSINESS PLAN (Capital Projects: Please also include Facilities Preservation Plan information)



[download template](#)

OPERATING BUDGET



PROOF OF OWNERSHIP / LEASE

AUTHORIZATION - Copy of the Deed or Will (if applicant is the owner) or documentation showing authorization from owner and/ or any existing lease between owner and applicant.

CAPACITY AND QUALIFICATIONS – Describe the preservation qualifications, track record and ability of the applicant and professionals (including sub-contractors) composing the project team to successfully complete the project.



[HERITAGE CAPITAL PROJECTS ONLY] TWO CONTRACTOR BIDS for the proposed work must accompany the application. INCLUDE the project SCOPE, SPECIFICATIONS of proposed work and a list of proposed MATERIALS. If a second bid is unavailable, please explain.

MARKETING PLAN: Describe marketing strategies and goals, include current levels of tourism, hotel partnerships, and how the project will enhance heritage tourism tied to the significance of a historic

building or site.

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