



## Historic Architecture Assistance Fund Program Policies and Application Directions

The Historic Architecture Assistance Fund will provide the services of architects to the owners of historic buildings or buildings located in Main Street communities to address issues involved with the rehabilitation and use of such properties. The fund cannot support complete architectural or engineering services needed for a complete rehabilitation project. Typical projects that can be funded include a building assessment, structural analysis, analysis of building code and ADA requirements, and façade and signage schematic design. This fund is meant to support private property owners, who are not eligible for many grant programs. Not-for-profit property owners may also submit applications for fund monies.

Applications may be submitted at any time, but are reviewed quarterly. **2009 quarterly deadlines are: January 15, April 15, July 15, and October 15.**

Applications should identify the property and the need for professional consultation. Applicants will be contacted if more information is needed. Send 2-5 photographs of the property (3x5" or 4x6") with the application.

Applications may be submitted to either the Wyoming Main Street Program or the Wyoming State Historic Preservation Office. Contact information:

Wyoming Main Street Program  
Evan Medley  
214 West 15th Street  
Cheyenne, WY 82002  
(307) 777-2934  
[evan.medley@wybusiness.org](mailto:evan.medley@wybusiness.org)

State Historic Preservation Office  
Betsy Bradley  
2301 Central Avenue  
Cheyenne, WY 82002  
(307) 777-8594  
[bbradl@state.wy.us](mailto:bbradl@state.wy.us)

Main Street and SHPO staff will review applications and establish priorities based on the considerations listed on the bottom of the application, as well as the cost-effectiveness and overall suitability of the projects to the missions of the respective programs.

Main Street/SHPO will contract with professionals for services to be rendered and will pay the consultant directly.

The property owner and project contact (if other than owner) will sign the notice of funding letter to acknowledge their understanding of the extent of the project and source of its funding and commit to providing information and access to the consultant.

Consultants will be encouraged to visit project sites, consult with the property owner and/or project contact, and develop a list of action items. On some occasions project reports will be prepared, but these documents will be limited to describing current conditions, identifying action items, and perhaps provide a draft budget.

**APPLICATION FOR USE OF  
HISTORIC ARCHITECTURE ASSISTANCE FUND**

Applicant Name: \_\_\_\_\_  
Applicant Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Building Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Building Owner (if different from applicant): \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

**Description of Building/Project/Problem:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Type of professional consultation needed:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please attach 2-5 photographs of the property.**

**Check any box that applies:**

- |   |   |
|---|---|
| <input type="checkbox"/> Evaluation after a fire or other emergency               | <input type="checkbox"/> Property is over 50 years of age   |
| <input type="checkbox"/> Building seems unstable                                  | <input type="checkbox"/> Property is listed individually in the National Register of Historic Places (NRHP) |
| <input type="checkbox"/> Building is threatened by demolition                     | <input type="checkbox"/> Property is in an historic district listed in the NRHP                             |
| <input type="checkbox"/> Building was allowed to deteriorate by previous owner(s) | <input type="checkbox"/> Property is over 50 years of age but not evaluated for listing in the NRHP         |
| <input type="checkbox"/> No professional services available locally               | <input type="checkbox"/> Property is in a Main Street district  |
| <input type="checkbox"/> Property privately owned, owner is applicant             | <input type="checkbox"/> Property is used for commercial purposes   |
| <input type="checkbox"/> Property privately owned, tenant is applicant            | <input type="checkbox"/> Property is used for community/public purpose                                      |
| <input type="checkbox"/> Property is owned by a not-for-profit entity             |   |