



Historic Restoration Fund Frequently Asked Questions

Who is the Historic Restoration Fund (HRF) contact?

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Does the HRF only fund historic building preservation?

No, the HRF has helped fund the restoration of historic ships, monuments, designed landscapes, sculptures, the acquisition of buildings, and more.

Who is eligible for a grant?

Grant applications are strictly limited to Connecticut municipalities or nonprofit organizations that have tax-exempt status under Section 501(c)(3) or Section 501(c)(13) of the U.S. Internal Revenue Code for at least two years. Federal and state agencies are not eligible to apply.

What properties are eligible for grant funding?

Eligible properties include any Connecticut building, structure, object or archaeological site which is listed on the State Register of Historic Places or the National Register of Historic Places and owned by a Section 501(c)(3) or Section 501(c)(13) nonprofit organization or municipality or a long-term lease (20 years at the time of application) by a nonprofit organization from a municipality. State and federally-owned properties are ineligible. "Friends" groups for federal or state properties are also not eligible to apply.

How can I find out if our property is listed on the State Register of Historic Places or the National Register of Historic Places?

Contact Stacey Vairo, National Register Coordinator, at 860-256-2766 or

stacey.vairo@ct.gov.

Why is a Professional Qualified Consultant required for an HRF project?

All HRF projects must be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties (<http://www.nps.gov/history/hps/tps/standguide/>). A Professional Qualified Consultant who meets the Secretary of the Interior's Historic Preservation Professional Qualifications will help the project meet those Standards. (http://www.nps.gov/history/local-law/arch_stnds_9.htm). In most cases, the Consultant will be an architect or engineer licensed to practice in Connecticut, or in the case of archaeological investigations or the conservation of sculptures or monuments, an individual or firm with professional qualifications that meet the Standards.

Since the HRF does not pay for a Professional Qualified Consultant to create plans and specifications, how do we pay for those?

One option is to apply for a Historic Preservation Technical Assistance Grant (HPTAG) through the Connecticut Trust for Historic Preservation. Call Jane Montanaro at 203-562-6312 for more information or visit www.ctrust.org. Nonprofit organizations and municipalities that are not Certified Local Governments (CLG) may also contact Mary Donohue, Survey and Grants Director, for information at 860-256-2755 or mary.donohue@ct.gov for information on the Survey and Planning Grants program. Municipalities that are CLGs or are interested in becoming CLGs may contact Mary Dunne, CLG Coordinator, at 860-256-2756 or mary.dunne@ct.gov regarding the CLG program and related grants.

Our historic building has a preservation emergency (i.e. leaky roof, flooded basement, storm damage, etc.) does the HRF fund emergency repairs?

No, the HRF is not an appropriate funding source for emergency repairs. All awards are made through the established public process and grantees must go through the established procurement procedures.

Can we do our project in phases?

Yes, many nonprofit organizations must complete projects in phases due to funding constraints; however, SHPO staff will want to see a master plan or preservation plan to ensure subsequent phases will protect HRF investments and be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

How many Capital Improvement Grants can we have at one time?

One. Any existing grant must be closed-out before your organization or municipality can be awarded a new grant.

Can I begin work before the grant agreement contract is signed by all of the required signatories?

No, you do not have a live project until you get a fully executed copy of the grant agreement and a written notice to proceed from SHPO.

We already had a contractor doing work that the grant is supposed to cover. Can the grant "reach back" to reimburse for that work?

No, the HRF will not fund work that began prior to the execution of the grant agreement contract, approval of the procurement process, and the notice to proceed.

What does procurement mean?

Procurement is the state-approved public bidding process by which the grantee seeks out and secures construction services. Grantees must obtain SHPO approval of bidding materials prior to seeking bids.

Can our Qualified Preservation Consultant also bid on the construction work?

No, even if your Qualified Preservation Consultant is also a contractor (which is not typical), he or she cannot bid on the same project they helped design. To do so is a conflict of interest and is illegal.

What do we do if we advertise as per procurement requirements but we receive less than three bids from contractors?

If the project budget is less than \$100,000, you need to demonstrate that you followed approved procurement procedures. If your project is more than \$100,000, you must re-bid.

What if bids come in higher than the budgeted amount?

Before you create your bid package, ask your Qualified Preservation Consultant to include “add/alternates” to the base bid. This gives you options in case bids come in high. If after your bids come in they exceed your budget you can: 1.) reduce your scope of work and re-bid or 2.) as the grantee, your organization or municipality can invest more of its own money in the project.

Where should we post the project sign?

The minimum overall size of the project sign shall be no less than 2 feet high and 4 feet wide; grantees may not use more than \$200.00 in funds to help defray cost of procuring the project sign; project signs must be prominently displayed throughout the duration of the grant project in a location which is clearly visible from the principle street adjacent to the project site and should not be attached to the building.