



COMMUNITY DEVELOPMENT  
333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321

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# 2024-2025 Renovation Matching Grant Program Grant Application Due Monday, July 8, 2024

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## Section I. Property & Grant Information

### Property Location

Property address: \_\_\_\_\_

Historic District:  Hackleman  Monteith  Downtown  On Nat'l Reg, Individually

### Applicant

Applicant Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Owner

Owner Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## Section II. Property Description

Please provide a description of the proposed work identifying issues being addressed and how. Be sure to include how the work will be done and discuss any original materials that will be altered, removed, or replaced. This section is intended to provide our reviewers with a "before and after" understanding of the project, how the building looks versus how it will look once the project is complete. Note some Alterations may require Historic Reviews and/or Building Permits.

### Section III. Project Budget

Please provide a detailed description of how you intend to use the grant funding provided and how this compares with the overall funding for the project. Be sure to include a complete project budget and project budget narrative. Attach copies of any bids, or a list of detailed estimates for materials. (Example: Paint: 10-gallons @ \$35/gallon + \$350; Siding (drop lap) 600 feet, 1' X 6" @ \$2/foot = \$1,200).

Total Project Budget: \_\_\_\_\_

Total Material Cost: \_\_\_\_\_

Total Labor Cost (Calculated at the current minimum wage rate): \_\_\_\_\_

Total Grant Amount Requested (Up to 50% of costs, but may not pay for in kind labor hours):

\_\_\_\_\_

### Section IV. Project Schedule

Beginning Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Since funding is limited, you must contact City staff if you cannot start your project within 90 days of the scheduled beginning date to apply for a beginning time extension. Projects must be completed by May 1, 2025, with all reporting and receipts provided to the City by May 16, 2025.

### Section V. Additional Information & Attachments

- Project Description**
- Photographs**
  - At least 2 photographs that provide an overview of the exterior of the property
  - At least 2 close-ups of the part(s) of the property where the project will happen
- Map**

Please include a topographic, Google, or Bing map that clearly shows the location of the property.
- Budget**

Please include a budget, budget narrative, and copies of any bids
- Additional Information (if available)**
  - Design plans
  - Product/material information sheets
  - Examples of similar completed projects

Other

## Section VI. Property Owner Authorization

Property Owner Name (please print): \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Applications may be hand delivered, mailed, or emailed and must be received no later than 5:00 p.m., Monday, July 8, 2024 to: Alyssa Schrems, City of Albany Community Development, 333 Broadalbin Street SW. Albany, OR 97321, [alyssa.schrems@albanyoregon.gov](mailto:alyssa.schrems@albanyoregon.gov).

This grant program has been funded with Federal funds from the National Park Service, U.S. Department of Interior. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination on the basis of race, color, national origin, disability or age. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by the recipient of Federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, D.C. 20240