

The Board of County Commissioners of Park County

GRC: Kate McCoy

Funding Request Name:

Status

Proposal Draft

▼ Table of Contents

- Organization Information
- Property Information
- Project Information
- Project Team (0-10 points)
- Resource Description and Significance (0-10 points)
- Project Description (0-20 points)
- Scope of Work and Budget (0-15 points)
- Urgency (0-15 points)
- Public Benefit, Project Promotion and State Preservation Plan (0-20 points)
- Project Timeline
- Agreement
- Documents

*Note: The system does not autosave. Be sure to Save your work as you go.*

Questions about the grant application? Please refer to the [SHF Guidebook](#) or email SHF staff at [hc\\_shf@state.co.us](mailto:hc_shf@state.co.us).

History Colorado State Historical Fund is committed to providing equitable access to our grants to everyone. If you require an accommodation to fill out the grant application, please [view History Colorado's accessibility statement](#) to make an accommodation request, or contact [hc\\_shf@state.co.us](mailto:hc_shf@state.co.us).

Organization Information

Applicant Organization Representative

This individual is the legal contact between the State Historical Fund and the Applicant organization, and should have the legal authority to sign contracts.

Grant Recipient Contact

This individual will be the primary point of contact between the State Historical Fund and the grant recipient organization throughout the project. Private owners can not be the grant recipient contact.

**Applicant Organization Name\*** The Board of County Commissioners of Park County

**Grant Recipient Contact\*** Kate McCoy

**Applicant Organization Representative\*** David Wissel

**First Time Applying?\*** No

Conflict of Interest (COI)

Please read the current State Historical Fund Conflict of Interest Policy by clicking [here](#).

Once you have read the document, please select the appropriate response below.

**Confirm COI Policy\*** I understand the updated Conflict of Interest Policy.

Organization Details

Confirm the following items on your organization profile are up-to-date. If additions or edits are needed, please update your details via the Organization subheading in the left navigation menu.

**Grantee Organization Name:** The Board of County Commissioners of Park County

**Organization Doing Business As (DBA):**

**Street Address 1:** PO Box 1373

**Street Address 2:**

**City:** Fairplay

**Country:** United States

**State/Province:**

**County:**

**Postal Code (Zip):** 80440-0220

**Phone:** 845-430-0229

**Extension:**

**Email:** kate@kmhpconsulting.com

**Website:**

**Tax ID / EIN:** 84-6000792

**Organization Type:** Public Entity

**I confirm that I have reviewed and/or updated our organization details.** Yes

**Property Information**

**Is the property owned by the Applicant Organization?\*** Yes

**Property Details**

**Property/Resource/Site Current Name\***

**Insert Name Here\*** Park County Old Courthouse Building

**What is the street address of the property or site? (Example 123 Main Street)**  
For projects without an address, multiple addresses, or classified location, please write N/A.

**Street Address\*** 418 Main Street

**City/Town\*** Fairplay

**Property must be in the state of Colorado.**

**State\*** Colorado

**County\*** Park

**Postal Code\*** 80440

**Resource Historic District Name\***

Please list the name of the historic district. If this does not apply to your project, please fill in with N/A.

**Historic District\*** N/A

**Property/Resource/Site Historic Name\***

Property historic name can be found on the state or national nomination form or certification of local designation.

**Site Historic Name\*** Park County Courthouse

**Resource Site Number\* (e.g., 5DV.1234)**

If you do not know the Smithsonian site number for your property, contact the Cultural Resource Support Services office at 303-866-3392. If this does not apply to your project, please fill in with N/A.

**Site Number\*** 5PA.25

**Resource Period of Significance\***

Provide period(s) of significance as listed in your historic designation. NOTE: Some older or local nominations may not include a period of significance, type N/A if this does not apply.

**Period of Significance\*** N/A

**Historic Designation\***

Select all levels of designation that apply to the property. Please note that designation is required for all Acquisition & Development grant projects.

**Select the appropriate designations and then click the right arrow (>) to move your selections to the right selection pane.**

**Historic Designation\*** National Register of Historic Places

**Designation Area\***

If the property is historically designated, indicate the general boundary of the designation (i.e., the building footprint only, the building and surrounding property, or if the building is contributing to a historic district). If you are unsure of the designation boundary, please contact State Historical Fund staff at 303-866-2825. NOTE: SHF cannot fund work outside the designation boundary.

**Designation Area\*** Building and Surrounding Area

**Legal Details**

Contact your County Assessor or visit [Colorado Public Records Online Directory](#) if you do not have the property's legal description.

**Legal Description\***

T09 R77 S33 NE4 FAIRPLAY BLOCK 17 ALL

**Legislative District Details**

In 2021, new Colorado state legislative districts were drawn. Your district may have changed, please verify! Select legislative districts where the property/resource is located. If project benefits the entire state, select Statewide.

Don't know your Colorado legislative districts? [Click here.](#)

Don't know your U.S. Representative district? [Click here.](#)

**CO State Senate District\*** S-04

**CO State House District\*** R-13

**US Representative District\*** US-07

**Full Proposal**

## Project Information

### Project Title\*

Please give us a brief title that explains what you want to do. Examples are: Interior Restoration, Exterior Rehabilitation, Cultural Resource Survey, Construction Documents, etc.

### Project Title\*

Old Park County Courthouse: Basement Interior  
Rehabilitation and ADA Access

### Brief Project Summary\*

Expanding upon the Project Title, please summarize the proposed project. Please include the applicant organization, property name, and a brief summary of the proposed work.

### Brief Summary of Project\*

The Park County Board of County Commissioners proposes to reconfigure the basement of the Old County Courthouse in Fairplay to accommodate access from an eventual elevator addition, provide an ADA compliant single-occupant restroom, and create one-level of flooring throughout. Historic features such as a vault and doors will remain in place. Consideration of ADA access for this building has been discussed and in progress for many years, and the proposed project is the next logical step in implementing this long-term vision for the building. As a public building, it is critical to provide access to all.

### Is this a revised application for this scope of work?\*

Indicate if you are reapplying for all or any part of a previously declined grant.

### Revised Application?\*

No

## Project Team (0-10 points)

Provide the following information, as it may apply to your project.

### 1. Briefly describe similar projects or grants the applicant has completed or managed.\*

The historic preservation team of Park County has completed several similar projects. The Old Park County Courthouse has been the subject of recent projects, including a recently completed Construction Documents project, funded with SHF grant 2025-PL-011. Rehabilitation of the Paris Mill is in its eighth phase, all undertaken with SHF grants and matching funds from the South Park National Heritage Area. The team is also actively working on the rehabilitation of the Tarryall Cline Ranch building. This team includes Andrew Spencer, the Director of Heritage and Tourism for Park County, and Executive Director of the South Park National Heritage Area; Kate McCoy, the Preservationist and Project Manager for Park County; and Katie Dirksen, the Business Manager for Heritage and Tourism for Park County.

### Project Team Members

List your project team members and include:

- Each person's role and responsibilities for this project.
- Their qualifications that are applicable to this project.
- Any other relevant experience with historic preservation, and/or grant finance and management, etc.

### 2. Project Team Members\*

GRANT RECIPIENT CONTACT & GRANT ADMINISTRATOR: Kate McCoy, the Park County Historic Preservationist will serve as grant recipient contact and grant administrator. Dr. McCoy will coordinate the project team and manage the SHF grant. Dr. McCoy has extensive background in preservation, the SHF grant process, and has successfully administered several planning grants, local landmark and National Register Nomination grants, HSAs, and many SHF grants for construction in her former position as Preservation Services Director at Colorado Preservation, Inc. and as founding Executive Co-Director at North London Mill Preservation, Inc. She will review consultant submittals, submit required grant deliverables and oversee financial reporting, manage the project team, and guide the project to ensure SHF approval.

**PRESERVATION ARCHITECT:** Jessica Reske AIA LEED AP, founder of Form+Works Design Group LLC, is an integral part of this project. Jessica brings over 15 years of experience with numerous SHF projects in all phases of design and construction process. Jessica has provided architectural services for the complete Construction Documents for the Old County Courthouse. Given her expertise and project familiarity Jessica will continue to serve as Preservation Architect for this first phase of construction. Projects of note include Paris Mill Master Plan (Slater-Paul), Paris Mill Rehabilitation – Phase 1-5b (FORM+WORKS), Old County Courthouse Rehabilitation & Maintenance Plan, Fairplay (FORM+WORKS).

Form+Works will lead a team of well-qualified professionals for the project including JVA, Inc. for structural and civil engineering, enLighten Engineering for electrical engineering, and 360 Engineering for mechanical and plumbing engineering. This project team completed the construction documents for the proposed work and has worked together on many preservation projects, including on-going projects such as the Indian Hot Springs, the Plaza Block Rehabilitation, Belvidere Theatre Rehabilitation, Williams Stables Rehabilitation, and the McGinnis Gymnasium Rehabilitation.

**PRESERVATION GENERAL CONTRACTOR:** The General Contractor for this project will be awarded following the Park County Purchasing Policy requirements. Sole source justification for previous work is attributable to A&M Renovations (A&M - also known as Heritage Window Restoration) based on their knowledge of the project and existing conditions having provided the cost estimate that informs this scope of work. In addition, A&M has completed several phases of construction at the Paris Mill while meeting the SOI Standards for the Treatment of Historic Properties. They have extensive experience and have focused exclusively on historic building restoration including Tabor Opera House, North London Mill, and the Amache Relocation Center.

### Resource Description and Significance (0-10 points)

**1. Briefly describe the prehistory or history of the resource, survey area or archaeological site. If applicable, describe how the resource represents a historically excluded history or community. (For example, LGBTQ+, women's history, religious minorities, etc.)\***

Erected in 1874, two years before Colorado statehood, the Park County Court House was the oldest court house still in public use in the state at the time it was listed on the National Register of Historic Places and as a Park County landmark in 1999, continuing to operate as a court house until 1965, then as a library until 2010.

**2. In your own words, briefly explain why the resource, survey area or archaeological site is important. (For example, the importance to a community, architectural or archaeological value)\***

Essentially unchanged since the time of its construction, the building is significant for its architectural qualities, for the information that may be derived about early construction techniques in an isolated area, for its contribution to local settlement, and for its century-long role in the administration of law and government in Park County. Its prominent location along Colorado Highway 9, the size of the Courthouse, its decorative features, and its striking red sandstone walls set the building apart from other structures in Fairplay and identify it as a public building of great importance to the community.

The structure is also celebrated in Park County folklore. In 1880, a group of vigilantes, displeased over a long jail sentence given a convicted murderer, broke into the jail at night and hung the prisoner from the Courthouse second floor window above the main floor. Later a judge retrieved the noose and secreted it within the building in hope of using it as evidence when the vigilantes were brought to justice. But no one ever came to trial for the lynching, and the noose remained hidden in the building until accidentally found in 1953.

**3. Briefly describe the appearance of the resource and how it has changed over time (refer to construction history on survey/site forms or nominations, if available).\***

The Park County Court House is a single detached structure basically square in shape. It is two stories in height with a full basement part of which is underground. The south facade of the building, generally considered the front, has six bays; the east and west facades two bays; and the north or back facade four bays. The Courthouse is built of red stone; that used in the foundation is large, natural, cut, and coursed; that used in the rest of the structure split rubble that has been squared. The south facade has a gabled roof with a lower hipped roof attached to either side. The cornice is boxed with consoles. The structure has two porches, an open porch above the front door and a closed porch over the entrance to the basement.

The main entrance is located in the side of the projection on the south facade; the doors are double leafed with two plain recessed panels; the architrave is plain with embrasure. The windows are double hung and sashed; the openings are segmental with a keystone and a plain lugstone; the windows above the entrance are two sashed with a mullion. A fire escape has been added to the west side of the building, while the porch adjacent to the front door is a recent addition to the structure. Internally, the most notable architectural feature is a wooden, spiral staircase which makes a half circle in its ascent from the first to the second floor.

**PREVIOUS WORK AND CONDITIONS:** Using a State Historical Fund (SHF) grant, the Park County Office of Historic Preservation completed a Historic Structure Assessment for the Courthouse in 2001. The next year, work began on rehabilitation of the roof, reconstruction of the six previously removed chimneys, and installation of a new guttering system to protect the masonry walls and foundation from improper drainage. In 2005, Park County was awarded a SHF grant to complete the rehabilitation of the main entry staircase and remove a nonhistoric shed roof over the main entry. Given that the building's distinctive red sandstone is an important character defining feature of the building, extra efforts were made to match the historic local sandstone as closely as possible. In 2012, SHF funded the restoration and rehabilitation of the Courthouse's historic wood windows, which included the reconfiguration of the building's interior storm windows for increased energy efficiency. Restoration of the historic main entry doors was completed, funded by Park County.

## Project Description (0-20 points)

Verify that the project description correlates directly with the scope of work. If you listed an activity or task in the scope, describe it in this section.

Your description should make clear that your project meets the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation and/or the Colorado Cultural Resource Survey Manual.

Provide the following information, as it may apply to your project:

### 1. List the steps you completed that led to this grant project.\*

The Park County Courthouse has been the subject of recent projects, including a recently completed Construction Documents project, funded with SHF grant 2025-PL-011. The construction documents included construction of an elevator addition as well as site and interior improvements to provide ADA access into and throughout the building. As a public building, this access is critical for the overall use and function of the spaces.

### 2. Clearly explain the following for the proposed project.\*

- Describe all the tasks that will be completed.
- Explain how the components of the project will be executed and by whom.
- Discuss why the specific treatments, strategies, or methods were chosen.

The proposed project includes work at the interior of the Courthouse building which is needed for complete ADA access as well as preparation for the elevator addition. The proposed work was all included in the previously completed Construction Documents, which have been reviewed and approved by History Colorado staff. These documents were funded with a planning grant, with the majority of the funding coming from the SPNHA. Consideration of ADA access for this building has been discussed and in progress for many years, and the proposed project is the next logical step in implementing this long-term vision for the building. As a public building, it is critical to provide access to all. This is a challenge given the levels of the building as they relate to grade, as well as the current interior circulation paths and dimensions. It is imperative that the historic character and appearance of the first and second floor areas be preserved, including the stairs and circulation patterns throughout these levels. The solution, including construction of an elevator addition and reconfiguration and refinishing at the basement level, are the result of planning and design work over the course of the last several years to develop the best solution for the building.

**INTERIOR REHABILITATION:** The basement of the courthouse is currently used as office space. The floor in the basement has various levels, and does not provide ADA access throughout this area of the building. Modifications over the years have resulted in modern interior finishes, however, some key historic features remain in place, including the historic vault and associated doors.

The basement of the building will be reconfigured to accommodate access from the elevator addition and to provide an ADA compliant single occupant restroom. This reconfiguration will result in new finishes throughout the basement. The floor will be over-framed in the low areas, resulting in one level throughout the basement. Historic features, such as the vault and doors will remain in place.

**PLUMBING SYSTEM REHABILITATION:** The courthouse building currently has two single occupant restrooms, neither of which is ADA compliant nor located on an accessible route through the building. The proposed project includes reconfiguration of the basement level restroom which, once the elevator addition is constructed, will be located in an accessible area of the building. The basement restroom rehabilitation will include moving and replacing non-historic plumbing fixtures and associated piping.

**MECHANICAL SYSTEM REHABILITATION:** In order to provide adequate clearances for ADA compliant circulation throughout the building, and to connect the future elevator addition to the existing building in a sensitive manner, several mechanical system components need to be relocated. These components are part of the existing non-historic system and include baseboard heaters at the first and second floors, and mechanical units and distribution in the basement. In addition exhaust ventilation is needed in the basement restroom.

**ELECTRICAL SYSTEM REHABILITATION:** The existing electrical system requires upgrades and relocation in order to support the elevator addition. The existing electrical panel is located in the basement restroom. This panel will be removed and a new panel installed in a code compliant location in the basement. Exterior electrical system components are located on the back of the building, conflicting with the location for the future elevator addition. These exterior components will be relocated to allow for the elevator addition construction in a later phase of the project. Throughout the basement space, electrical distribution, lighting, switches, and receptacles will be replaced to align with the new configuration and needs of the basement. Wireways and raceways serving the baseboard heaters at the first and second floors will be relocated to coordinate with the relocation of the baseboard heaters. All work will comply with the Secretary of the Interior's Standards for Rehabilitation. The National Park Service's Preservation Briefs will be consulted as applicable for guidance throughout the project. Deliverables for the project are anticipated to include Before / Existing Conditions Photographs, Historic Photographs, Contract Certification Forms, and After Photos. An Initial Consultation, Interim Meeting, and Pre-Construction Meeting are anticipated to be part of the project. Note that Construction Documents for the project have already been reviewed and approved by History Colorado and are not anticipated to be a separate deliverable.

### **3. Briefly list future phases or programming directly related to this project.\***

The proposed project is the continuation of a multi-phased effort to provide public access into and throughout the Old Park County Courthouse. Future phases of work are anticipated to be funded outside of the State Historical Fund programs to facilitate the construction of the elevator addition and site work.

### **4. Describe how you will financially commit to this project or resource going forward.\***

The project is being undertaken by Park County and SPNHA. Cash match is being provided through Heritage Area Task Agreements. The Park County Facilities Department provides maintenance for the building and works closely with the Department of Heritage and Tourism to plan for annual maintenance needs and to address emergency repairs promptly. Both departments are committed to the long-term care of the building. The County will continue to provide funds for ongoing maintenance and repairs in the annual operational budget.

## **Project Photos**

---

Depending on your type of project, attach photos that:

- Illustrate the condition of the resource(s), including overall and detailed views; or
- Illustrate a representative sample of the resource(s) to be researched; or
- Illustrate potential outcomes of the project; and
- Include captions

**Use the prompt below to upload the related photo(s). Additional photos can be added by clicking the + sign in the Grants Document section below.**

Project Photo

**Planning Documents**

If previous planning documents exist for this project, attach the most recent and relevant sections of those documents that support this proposed project (e.g., historic structure assessment, construction documents, survey forms, reports).

**Use the prompt below to upload the related planning document(s). Additional documents can be added by clicking the + sign in the Grants Document section below.**

Planning Documents

**Scope of Work and Budget (0-15 points)**

**Task 1 Details**

**Task 1 Title \*** Interior Rehabilitation

**Task 1 Description \***

- Reconfigure basement to provide ADA clearances
- Install new finishes in basement
- Over-frame sections of basement to provide level floor throughout the space

**Task 1 Amount \*** \$55,935.00

**Task 2 Details**

**Task 2 Title:** Plumbing System Rehabilitation

**Task 2 Description:**

- Reconfigure basement restroom for ADA compliant use
- Replace basement restroom fixtures

**Task 2 Amount:** \$23,575.00

**Task 3 Details**

**Task 3 Title:** Mechanical System Rehabilitation

**Task 3 Description:**

- Relocate mechanical system components as needed for elevator addition and connection to additio

**Task 3 Amount:** \$63,500.00

**Task 4 Details**

**Task 4 Title:** Electrical System Rehabilitation

**Task 4 Description:**

- Reconfigure electrical system components to support basement reconfiguration
- Relocate electrical system components where necessary for elevator addition

**Task 4 Amount:** \$55,000.00

**Task 5 Details**

**Task 5 Title:**

**Task 5 Description:**

**Task 5 Amount:**

Task 6 Details

---

**Task 6 Title:**

Task 6 Description:

**Task 6 Amount:**

Task 7 Details

---

**Task 7 Title:**

Task 7 Description:

**Task 7 Amount:**

Task 8 Details

---

**Task 8 Title:**

Task 8 Description:

**Task 8 Amount:**

Task 9 Details

---

**Task 9 Title:**

Task 9 Description:

**Task 9 Amount:**

**Total Project Tasks\*** \$198,010.00

**For Construction Projects Only**

---

**General Conditions Amount:** \$25,580.00

**Permits Amount:** \$0.00

**Bonding Amount:** \$8,000.00

**Overhead and Profit Amount:** \$34,739.00

**Scope Total\* (Tasks + Construction Expenses):** \$266,329.00

**Architectural and Engineering Fees  
(For Construction Projects Only)**

**Amount:**

Architectural and Engineering Fees Explanation:

**Archaeological Monitoring Amount  
(Only for ground-disturbing projects):**

Archaeological Monitoring Amount Explanation:

**Project Subtotal\* (Tasks + Construction Expenses + A&E Fees + Arch Monitoring):** \$266,329.00

**Grant Administration and Indirect Costs (Must not exceed 15% of project subtotal) Amount\***

**Grant Administration and Indirect Costs Explanation:**

**Contingency Amount\***

**Project Total\* (Tasks + All Expenses Noted Above):** \$266,329.00

**Scope of Work and Budget Comments\* (200 words or less):**

**Grant Request Amount (\$)\*** \$250,000.00

**Grant Request Percent of Project Total:** 94%

**Cash Match Amount\* - Enter 0 if no cash match is expected:**

**Cash Match Percentage of Project Total\*** 0%

**Please Save your work at this time to ensure all budget and request calculations are complete.**

The Project Total does not equal the Grant Request Amount + Cash Match Amounts listed above. Please review your budget and request details

**Grant Request + Cash Match = Project Total\*** \$250,000.00

\*\*Please verify that your grant request and cash match percentages add up to 100%\*

**Cash Match Requirements**

In alignment with our Expanding the Narrative work, lower cash match requirements are available for projects that directly support or focus on BIPOC communities. Questions? Please refer to the State Historical Fund Guidebook under Grant Programs (page 9).

**Cash Match for Expanding the Narrative Projects**

If your project qualifies as a Expanding the Narrative Project and your project total allows, you are eligible to request the lower Expanding the Narrative cash match (0% for nonprofit and public owners, 10% for private owners). The scope of work above must include this lower cash match, and two letters of support must be attached as the "Expanding the Narrative Letters of Support" at the end of the application.

**Cash Match Waiver**

**Indicate if you are requesting a waiver for the Cash Match requirement\***

**Urgency (0-15 points)**

Provide the following information, as it may apply to your project:

**1. The physical conditions of the resource that make the project urgent.\***

The Old Park County Courthouse is currently not physically accessible according ADA standards. It has never been accessible to people with mobility challenges. This first step toward accessibility will move the county closer to having a public building that everyone can visit and enjoy.

**2. All current or potential threats to the resource(s) or program.\***

Although the proposed scope of work does not address ongoing challenges of the building, it is worth noting that, due to extreme weather conditions in Fairplay and the exposed nature of the building

,maintenance needs are substantial and require significant county funds to keep the building occupied and viable.

### **3. Any community participation, partnerships, or cash match funds that might be in jeopardy or dependent on this grant.\***

The proposed project is an on-going, multi-phased effort to rehabilitate the Old County Courthouse with the eventual goal of having the building and site accessible to the public. Momentum for the project is therefore in place, and the community is supportive of the on-going efforts. A well-qualified, experienced project team is in place and has been part of the on-going efforts at the site. This team includes an architect, a team of engineers, and a contractor who worked on the construction documents for the entire project. These team members have committed to the next phases of the project, and the sooner the next phase can occur, the better for team continuity.

Financial support provided by the South Park National Heritage Area (SPNHA) may not be available in the future as National Heritage Areas are not funded in perpetuity. Funding is considered annually and may be cancelled for the next fiscal year. A SHF grant cannot guarantee that SPNHA's funding will continue. Rather, it allows Park County the opportunity to pair available SPNHA funds with support from SHF to complete an otherwise cost-prohibitive project.

There are partnerships that are extremely important to the Paris Mill project, the foremost being community support from the Town of Fairplay. The Town of Fairplay has been instrumental in both envisioning and supporting the overall goal of safe public access at the Old Courthouse. To stall work on the building is a direct affront to the partnership forged with the citizens of Fairplay and Park County, who trust that Park County will continue its efforts to rehabilitate this important piece of heritage that is a centerpiece of the county seat. Local business owners are eager to see the project move forward, as the increased tourism to the Old Courthouse is of economic benefit to the community.

### **4. Whether this project will be delayed if this grant is not awarded.\***

This project will be delayed if this grant is not awarded.

The contributions of Park County and South Park National Heritage Area, as generous as they are, are simply not extensive enough to cover the cost of this phase of ADA rehabilitation at the Old County Courthouse. A SHF grant award would allow us to propel momentum to complete the multiple phases of rehabilitation that are still to come.

Without a State Historical Fund grant this phase would be scaled down to a minor scope of work such as the leveling of the floors. It would drastically delay timeline and final goal of providing safe public access to the building for all and historic interpretation of the resource.

### **5. Other valid reasons for urgency. :**

## **Public Benefit, Project Promotion and State Preservation Plan (0-20 points)**

### **Public Supports and Benefits Considerations**

- The use of the resource or project products.
- The source(s) of the cash match and whether it was provided by the community. Non-monetary ways the community supports this project.
- Enhancement of historic preservation, economic development, and heritage tourism.
- Encouragement of existing or new partnerships.
- Increasing historically excluded community engagement in preservation. (For example, LGBTQ+, women, religious minorities, etc.) Highly recommended:
- Attach at least five recent letters of support (dated within the last six months) from people and organizations who will use this resource, community members and elected officials.

**1. Explain how the public supports and benefits from this project.\***

Once accessible to all, the basement will be used for archival storage and research. The Park County Archives are now temporarily housed in the main county building in two small rooms that are not conducive to public access and use for citizens and researchers. This area will include staff work space as well as public study and research areas. This will relate to the use of the rest of the building with County preservation offices on the first floor, as they currently are, and the courtroom and display area on the second floor.

**2. Explain how you will promote this project, such as:**

- Public events or celebrations
- Physical and digital media
- Presentations
- Other

**Project Promotion\***

**3. Explain how this project will directly support at least two goals in the Colorado Preservation Plan 2030.\***

**State Preservation Plan\***

**Project Timeline**

- I understand that if awarded, it can take up to 6 weeks to execute the grant agreement with the State Historical Fund.
- I understand that the State Historical Fund agreement period is 24 months and this project will be completed within that time period.
- I understand that the State Historical Fund has 30 calendar days to complete review of the deliverables (products) that will be required with this project and I have accounted for the 30 day reviews within the 24 month agreement period.
- I understand that weather may delay completion of some projects and I have accounted for possible delays within the 24 month agreement period.

Provide Name and Title for authorized representative acknowledging the terms above and date of completion.

**Authorized Representative Full Name\***

**Authorized Representative Title\***

**Date of Acknowledgement\***

**Agreement****Acknowledgement of Award Conditions**

I understand and agree with the following conditions associated with all State Historical Fund grants:

- I understand that my organization will enter into a grant agreement with the State of Colorado. My organization will be responsible for meeting the terms of the grant agreement, and cannot pass fiscal or project responsibility to another organization.
- I understand that the State grant agreement contains non-negotiable terms, and it is my responsibility to review the SHF grant templates prior to going under award to assure that my organization accepts those terms.

- I understand that my organization will work in partnership with the State Historical Fund to meet the Secretary of the Interior's Standards for the Treatment of Historic Properties. I will comply with State Historical Fund review expectations and refrain from carrying out any work until I have the approval of a State Historical Fund Resource Specialist to proceed. For archaeology and survey projects, I will adhere to the current Colorado Cultural Resource Survey Manual.
- I understand that all cash match must be in the bank before my organization signs the State Historical Fund grant agreement.
- I understand that my organization is solely responsible for determining if my cash match resources are eligible for use with State Historical Fund grant programs.
- I understand that the State Historical Fund will only pay for work that takes place within the State Historical Fund grant agreement period.
- I understand that all project expenses must be associated with one of the tasks listed in my scope and budget and reported as such. I am not allowed to collapse task items under one category.
- I understand project cost savings will be shared with the State Historical Fund according to the grant request/cash match ratio.
- I understand that the State Historical Fund will require documentation of any and all grant administration or indirect expenditures, including time sheets, rates, and clear calculations.
- I understand that property protections may apply to my project based on project type and cumulative State Historical Fund funds previously received for work on the building. If applicable, I will receive a letter explaining the requirements after all applications are processed.
- I understand that my organization must adhere to all program policies, state regulations, provisions, and laws.
- I understand that my organization cannot use State Historical Fund funds in a manner that may result in an actual or perceived conflict of interest.

Provide Name and Title for authorized representative acknowledging the terms above and date of completion.

**Authorized Representative Full Name\***

**Authorized Representative Title\***

**Date of Acknowledgement\***

**By checking this box, you are confirming that the Applicant Organization Representative understands and agrees with and agree with the above conditions associated with State Historical Fund grants, if awarded.**

No

▼ Documents

**REQUIRED**

**Please download, complete, and attach each of the following. Uploads must be dated within the last 6 months.**

**Signature Page**

Please [download](#), complete, and attach your Signature Page. [A blank copy can be found here.](#)

Signature Page

**[Colorado Substitute W-9 Applicant Organization](#)**

Colorado Substitute W-9 Applicant Organization

**IRS Letter of Determination (Only required for religious organizations).**

IRS Letter of Determination

---

**HIGHLY RECOMMENDED**

**For each of the following items listed below, click the plus sign (+) in the Grant Documents section below. Select the appropriate document type from the select list while uploading.**

- Bids/Estimates/Proposals
- Letters of Support
- Overall Image
- Professional Project Team Members' Resumes
- Excerpts of most recent supporting documents.

Examples include: archaeological assessment, historic structure assessment, construction documents, survey forms, reports.

---

**OPTIONAL**

**For each of the following items listed below, click the plus sign (+) in the Grant Documents section below. Select the appropriate document type from the select list while uploading.**

- Detailed Scope of Work and Budget
- Historic Images
- Maps, Site Plans, or Drawings
- Media Images, Newspaper Clippings, etc.
- Research Design - For example, document outlining archaeological or survey research questions and methods for obtaining data to answer those questions.
- Miscellaneous Attachments

GRANT DOCUMENTS