



CITY OF SILVERTON

HISTORIC LANDMARKS COMMISSION

Silverton City Council Chambers
421 S. Water Street

Meeting to be held in person with a virtual option
Tuesday, March 26, 2024 – 6:30 p.m.

Zoom Meeting Link: <https://us02web.zoom.us/j/81305576531>

Dial in: 1 (253) 215-8782 Webinar ID: 813 0557 6531

AGENDA

- I. Call to Order and Roll Call
- II. Approval of Minutes – July 24, 2024
- III. Public Comment – Items not on this Agenda
- IV. Discussion
 - 4.1 Grant Opportunities Overview
- V. Adjournment

Americans with Disabilities Act – The City of Silverton intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the City at 503-874-2216 at least 48 hours prior to the meeting.

A copy of the full packet is available on the City's website at www.silverton.or.us/agendacenter. In accordance with House Bill 2560 the meeting will be held electronically using the Zoom web conference platform. Please submit written comments to jgottgetreu@silverton.or.us by 3:00 p.m. on Tuesday, March 26, 2024. Comments received will be shared with the HLC at the meeting and included in the record.

CITY OF SILVERTON
HISTORIC LANDMARKS COMMISSION MINUTES
Drafted for approval; subject to change and/or correction.

6:34 P.M.

July 24, 2023

The Historic Landmarks Commission of the City of Silverton met at the Silverton Community Center on July 24, 2023, at 6:34 PM.

ROLL CALL:

Present	Absent	
_____	_____	Fred Parkinson
_____	_____	Myra Kochalka
_____	_____	Iris Ireland
_____	_____	Sherry Hoefel
_____	_____	Andrea Morgan

STAFF PRESENT:

Community Development Director, Jason Gottgetreu.

APPROVAL OF MINUTES:

Commissioner motioned to approve the minutes from the May 22, 2023, meeting, Commissioner Morgan seconded the motion, and it passed unanimously.

PUBLIC COMMENT:

None

DISCUSSION:

4.1 DISCUSS HERITAGE TREE PROGRAM

Chairman Parkinson stated the purpose of the meeting was to discuss the compilation of information Director Gottgetreu had gathered concerning the process on how to nominate and assess trees for inclusion in a Heritage Tree program.

City Councilor, and Chair of the Environmental Management Committee [EMC], Eric Hammond, was present and added comments on the Heritage Tree program. They stated that the EMC had been tasked with addressing the Tree Code and has met with the Planning Commission. The EMC retains multiple Horticulturalist and/or Arborist who have a history of working in the industry; with their knowledge they surveyed the entirety of the City of Silverton to define Heritage Trees. The EMC prepared a compilation of the Heritage Trees in the area and Eric Hammond presented it to the HLC for approval.

There was open discussion on the process for the compilation of the tree list submitted by the EMC. There was confirmation the tree list did not coexist with the States Tree program.

Councilor Hammond and Chairman Parkinson discussed the potential evolution of the program

1 providing multiple entertainment facets to the community along with bringing tourists to the
2 area. Examples were: Heritage Tree maps for the public, An application [APP] for cellphones,
3 and/or QR code.

4
5 Director Gottgetreu began their presentation on Heritage Trees citing Municipal Code 12.60.080.
6 Director Gottgetreu displayed an example of an application for the Heritage Tree program and
7 explained the line items of the document with potential criterion.

8
9 Commissioner inquired about potential fees for unauthorized Heritage Tree removal.

10
11 Director Gottgetreu stated that historically a general penalty is \$2,500; if the potential violation
12 per the Heritage Tree program were approved at two and a half times the general penalty; the
13 potential fee would be up to \$7,500.

14
15 Discussion led to possible maintenance incentives for the Heritage Tree program participants.
16 The process for a tree fund to assist in the implementation of maintenance incentives was then
17 talked over. Director Gottgetreu provided the Planning Commissions stance on expanding the
18 Municipal Code language to provide finite language addressing heritage trees.

19
20 **Director Gottgetreu opened the floor for questions.**

21
22 Chairman Parkinson inquired about the accessibility of the Heritage Tree application.

23
24 The application would be available by hard copy in City Hall, along with a fillable form on the
25 City's website.

26
27 Commissioner asked about verbiage in the application regarding the requirement for three bids
28 for maintenance. They stated this may be difficult for a private homeowner.

29
30 The Commission and Director Gottgetreu had open discussion on the potential requirement for
31 the three proposals and the necessity for it to remain to ensure grant funding is utilized
32 responsibly. Discussion then led to the future process for the Heritage Tree program
33 implementation.

34
35 Director Gottgetreu displayed the potential Heritage Tree list provided by the EMC with visual
36 examples. Director Gottgetreu and the Commission collectively discussed the potential trees and
37 their significance. Discussion considered location of some of the trees obtaining Heritage status
38 and potential consequence.

39
40 Chairman Parkinson moved to accept the Heritage Tree application as presented, with the
41 addition of italicized language regarding maintenance incentive, and an [individual] plaque [for
42 each of the awarded Heritage Trees], the motion was seconded by a Commissioner, and it passed
43 unanimously.

44
45 Moving forward Director Gottgetreu is to send out information to residents who have potential
46 heritage trees on their property.

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ADJOURN:

The meeting was adjourned at **7:23pm.**

Respectfully submitted,

/s/

Cleone Cantu

Planning and Permit Assistant

City of Silverton

**City of Silverton - Community Development
Department**

306 South Water Street
Silverton, OR 97381
(503) 874-2212

Jgottgetreu@silverton.or.us



MEMO

DATE: March 22, 2024
FROM: Jason Gottgetreu, Community Development Director
TO: Historic Landmarks Commission
RE: Grant Opportunities Overview

The attached flyers provide a overview of the grant opportunities that are currently available through the State Historic Preservation Office. They include the Oregon Heritage Grant, Preserving Oregon Grant, Oregon Museum Grant, and the Diamonds in the Rough Grant. The purpose of the meeting is to review grant programs to discuss if the City should pursue any funding as well as discuss future grant programs and opportunities. .

Oregon Heritage Grant 2023-2025 Information

OREGON HERITAGE COMMISSION, OREGON HERITAGE

Oregon Parks and Recreation Department values and serves everyone and is committed to providing safe and equitable access to state parks and agency programs. The department will not tolerate racism, harassment, discrimination, or intimidation in any form.

Oregon Heritage Grant funds are to be used for:

Support of projects that preserve, develop, or interpret of Oregon's cultural heritage. Priority will be given to projects that preserve, develop, or interpret threatened heritage resources and/or heritage resources of statewide significance.

The grant may fund a broad variety of projects including, but not limited to collections preservation and access, exhibits, oral history projects, public education events, organizational archives projects, films theatrical performances, teaching traditional practices, public history interpretation, organizational planning that supports heritage resources, and more. Due to the availability of other state funding for the preservation of historic structures, the Commission will not give priority for funding preservation of historic structures.

Grants must be submitted through the [Oregon Parks and Recreation Department Grants Online](#) system. There will be one grant cycle in the 2023-2025 biennium.

Definitions:

- Heritage is the array of significant things, thoughts, and activities associated with the human experiences in Oregon.
- Oregon's heritage resources include artifacts and other manifestations of material culture, documents, publications, photographs and films, prehistoric and historic sites, historic buildings and other structures, cultural landscapes, cultural practices, heritage celebrations, festivals and fairs, and songs, stories, and recordings associated with the human experience in Oregon.

Grant Timeline:

- Deadline: October 12, 2023 (11:59 pm)
- Notification: December 1, 2023
- Project Start: December 15, 2023 with agreements fully executed and workplan approved.
- Project Completion and Reporting Deadline: April 30, 2025

Financial Information:

AWARD AMOUNT:

Generally, awards are \$3,000-\$20,000. \$380,000 is available to award. The funding is by reimbursement for work completed.

MATCH:

Grants will be made for no more than 50% of total project costs, but may be less than 50% of the total project costs.

- Up to 50 percent of the participant's share of project costs may consist of approved donated services and materials.
- Volunteer rate is Oregon minimum wage. Volunteers using professional skills, may use professional rates.
- Indirect costs and grant administration costs are limited to 6% of the award amount.
- Other funds from the Oregon Heritage Commission or Oregon Parks and Recreation Department may not be used to match an Oregon Heritage Grant.

GRANT REPORTING AND PAYMENT: Awarded projects will be the subject of binding agreements between the State and the applicants. Grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting are included in the grant guidelines.

Application Information:

REGISTER ON TO APPLY ONLINE: To access the application, register at oprdragrants.org. Please use the [OPRD: Grants Online instructions](#) or [video](#) to set up your account and password. If you have used the system before, there is no need to register again. If you already have an account and you do not see the application in your available grant options, then request through Kuri.Gill@oprds.oregon.gov or 503-986-0685 to add this grant option to your account. Log in using your email address and your password. See online [OPRD: Grants Online instructions](#) for or watch the [How to Navigate the OPRD Grants Online System](#) video for detailed directions to use the online grant system. General system information and additional tutorial videos can be found online.

<https://www.oregon.gov/oprds/OH/Pages/Grants.aspx#one>

APPLICATION PREPARATION RESOURCES: Please contact the grant coordinator to talk through project ideas. Also use Oregon Heritage resources to develop your application. The grant coordinator may also provide comments on the application up to two weeks prior to the deadline, as time allows.

- [Heritage and Museum Grant project checklist](#)
- [Heritage Bulletins](#)
- [Oregon Heritage MentorCorps](#) for project advice. Use our project checklist to provide needed information in your application.
- [Collections Care Budget report](#)

APPLICATION QUESTIONS: The application questions can be found in the 2023 Oregon Heritage Grant Guidelines.

Eligibility, Criteria, and Priorities:

ORGANIZATIONS ELIGIBLE:

- A non-profit organization incorporated in the State of Oregon with a 501(c)(3) determination from the United States Internal Revenue Service and a legally-constituted board of trustees or directors;
- A tribal government of a Native American group recognized by the State of Oregon and the federal government and located in the State of Oregon;
- A university or college located in the State of Oregon; or
- A local government within the State of Oregon.

ORGANIZATIONS NOT ELIGIBLE:

- Individuals;
- Religious organizations;
- For-profit organizations such as partnerships, companies, and corporations;
- State agencies, except for state supported colleges and universities;
- School districts; and
- Federal agencies.

CRITERIA:

The review committee will consider the following in ranking the grant applications:

- The capability of the applicant to carry out the proposed project.
- The effectiveness of the proposed project for conserving or developing heritage resources.
- Level of the threat to the heritage resource and/or statewide significance.
- How well the work plan addresses professional standards.

PRIORITIES:

- Projects that preserve or develop heritage resources that are threatened and/or are of statewide significance
- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail and realistic cost estimates.
- Projects that document, preserve, or interpret the history of voices previously marginalized or excluded. For example, this may include ethnicities, races, genders, classes, etc.
- Geographic diversity.
- Project readiness, including matching dollar share in-hand.
- Projects eligible for the Oregon Heritage, Preserving Oregon Grant are a lower priority.

ASSISTANCE:

For grant questions, translation services, and OPRD: Grants Online support, contact: Kuri Gill,
kuri.gill@opr.oregon.gov, 503-986-0685.

2023 Oregon Heritage Grants

Heritage and Community Programs, Oregon Parks and Recreation Department

Approved

Applicant	Project Description	County	Grant Request	Grant Award	Match
Albany Regional Museum	Digitize and make accessible the photo, postcard, and negative collection of the Albany Regional Museum.	Linn	\$20,000	\$20,000	\$76,529
Bend Park & Recreation District	Develop long-term collection management and care and interpretation and exhibit materials for the tack shed/bunkhouse at the Hollinshead-Matson House museum in Bend.	Deschutes	\$8,800	\$8,800	\$10,480
Benton County	Complete a festival celebration, updated interpretive signage, and structural repair of Commander's House chimney at Fort Hoskins in Benton County.	Benton	\$7,170	\$7,170	\$8,830
Big Butte Historical Society	Place interpretive markers at the stop points of the Butte Falls Discovery Loop, an 11 stop driving route of historically significant and scenic locations in Jackson County.	Jackson	\$6,641	\$6,641	\$7,902
Chetco Community Public Library	Digitize historical issues of the Brookings Harbor Pilot and make accessible through the University of Oregon Oregon Historic Newspapers website.	Curry	\$2,500	\$2,500	\$2,500
City of Dayton	Digitize the Dayton Oregon newspapers (1893-1928) held in the University of Oregon library collection and make them available online through the Historic Oregon Newspapers website.	Yamhill	\$2,611	\$2,611	\$2,800
City of Lowell	Create a digital archive of photographs, documents, and other ephemera about Lowell and surrounding communities at the Maggie Osgood Library (MOL) in Lowell.	Lane	\$10,309	\$10,309	\$10,605
Crater Rock Museum	Rehouse the Indigenous lithic artifacts collection at the Crater Rock Museum in Central Point.	Jackson	\$7,815	\$7,815	\$14,260
Deschutes County Historical Society	Complete priority collection data clean-up measures at the Deschutes County Historical Society in Bend.	Deschutes	\$3,000	\$3,000	\$3,500
Friends of Kam Wah Chung	Translate archival materials at the Kam Wah Chung Msueum in John Day.	Grant	\$6,805	\$6,805	\$6,805
Gresham Historical Society	Produce a podcast over two seasons and 20 episodes of Gresham's history using oral history interviews recorded by Gresham Historical Society.	Multnomah	\$18,000	\$18,000	\$28,000

Approved

Applicant	Project Description	County	Grant Request	Grant Award	Match
Hellenic-American Cultural Center and Museum	Develop a guided audio tour and collection guide at the Hellenic-American Cultural Center and Museum in Portland.	Multnomah	\$3,300	\$3,300	\$3,300
Heritage Council of Hood River County	Catalog and rehouse at-risk archival items in The History Museum of Hood River County collections.	Hood River	\$4,000	\$4,000	\$4,014
High Desert Museum	Partner with Black leaders and experts to develop content and strategies for connecting broad audiences to the experiences and stories of Black Oregonians at the High Desert Museum in Deschutes County.	Deschutes	\$15,000	\$15,000	\$18,852
Japanese American Museum of Oregon	Develop a set of traveling trunks containing standards-aligned, hands-on educational materials and associated programming about Japanese American history available throughout the state.	Multnomah	\$8,957	\$8,957	\$9,629
Lake Oswego Preservation Society	Transcribe two volumes of the board meeting records of the Oregon Iron & Steel Company, dated 1882 to 1930, based in Lake Oswego.	Clackamas	\$5,245	\$5,245	\$5,784
Linfield College	Design and install an interpretive exhibit of artifacts that memorialize Emily L. Loveridge (1860-1941), a pioneer nurse educator who founded and led the first nursing school in the Pacific Northwest in 1890, at Linfield University in McMinnville.	Multnomah	\$10,000	\$10,000	\$10,000
Lone Fir Cemetery Foundation	Excavate the remains of the Chinese altar at Lone Fir Cemetery in Portland.	Multnomah	\$20,000	\$20,000	\$89,340
Mark Prairie Historical Society	Complete interior restoration of the Mark Prairie School building in Canby.	Clackamas	\$20,000	\$20,000	\$20,000
Oregon Aviation Historical Society	Conduct oral histories documenting individuals, in particular woman pilots, who have made significant contributions to the history of aviation in Oregon for the Oregon Aviation Historical Society collection in Cottage Grove.	Lane	\$6,517	\$6,517	\$12,195
Oregon Rail Heritage Foundation	Install interpretive panels and complete the entry area at the Oregon Rail Heritage Center in Portland.	Multnomah	\$20,000	\$20,000	\$214,974
Oregon State Grange	Preserve, digitize and make publicly available the historic documents of the Oregon State Grange.	Marion	\$20,000	\$20,000	\$25,000
OSU - Anthropology Dept	Oregon State University will 3D scan historic buildings in Silver Falls State Park in Marion County and make the scans available to the public online.	Marion	\$14,163	\$14,163	\$14,189

Approved

Applicant	Project Description	County	Grant Request	Grant Award	Match
Portland Chinatown History Foundation	Hold the Portland Chinatown Museum's 2024 Lunar New Year Dragon Dance Parade and Celebration, including restoration/repair of historic dragon sculpture and presentation of traditional Chinese lion and dragon dance workshop series in Portland.	Multnomah	\$14,850	\$14,850	\$41,220
Powerland Heritage Park	Repair the boiler of the 1900-1930's era, steam powered Miller Sawmill to bring it back to full operation at Powerland Heritage Park in Brooks.	Marion	\$8,000	\$8,000	\$17,400
RASIKA Society for Arts of India	Collect oral histories exploring the agency of South Asians who immigrated to Oregon, following the 1965 Immigration and Nationality Act and share them through 'Shadows From Within' multimedia performance and story-telling in Portland.	Clackamas Multno	\$20,000	\$20,000	\$37,000
Southern Oregon Historical Society	Digitize, preserve and make publicly available over 6,000 glass plate negatives made by photographer Peter Britt.	Jackson	\$16,000	\$16,000	\$27,000
The Eugene Debbs Potts Foundation	Remodel the Debbs Reading Library to provide public access and expand displays at the museum in Pottsville.	Josephine	\$1,000	\$1,000	\$3,100
The Immigrant Story	Present To Tell the World, a community arts program that recounts the experiences of 14 men and women who chose to make Oregon their home after surviving Holocaust, genocide, and other atrocities of war in various venues around the state.	Benton Clackamas	\$17,000	\$17,000	\$48,000
The Vanport Mosaic	Complete a production of a pilot audiowalk tour about the Black Panther party as the basis for a series of oral-history based audiowalks related to Vanport and Albina areas in Portland.	Multnomah	\$20,000	\$20,000	\$38,500
Vanport Placemarking Project	Complete interpretation and make accessible through audio boxes information about Native American workers who lived in Vanport and worked in the Portland Shipyards and War Industries at the Vanport site in Portland.	Multnomah	\$19,689	\$19,689	\$21,000
Weston Area Development Association	Repurpose an exhibit of Weston history created by the Heritage Station Museum in Pendleton to be installed in a restaurant in Weston.	Umatilla	\$3,890	\$3,890	\$3,890
Willamette Heritage Center	Conduct a property condition assessment to estimate preservation cost for up to 11 historic buildings at Willamette Heritage Center in Salem.	Marion	\$20,000	\$20,000	\$143,562
Number of Applications: 33			\$381,262	\$381,262	\$980,160

Grand Totals: (all applications)

Number of Applications: 33

\$381,262

\$381,262

\$980,160

Preserving Oregon Grant 2024 Information

STATE HISTORIC PRESERVATION OFFICE, OREGON HERITAGE

Oregon Parks and Recreation Department values and serves everyone and is committed to providing safe and equitable access to state parks and agency programs. The department will not tolerate racism, harassment, discrimination, or intimidation in any form.

Preserving Oregon Grant Programs funds are to be used for:

- rehabilitation work on properties listed in the National Register of Historic Places, or
- significant work contributing to identifying, preserving and/or interpreting archaeological sites.

Grants must be submitted through the Oregon Parks and Recreation Department Grants Online program. There will be two grant cycles in the 2023-2025 biennium. A Letter of Intent to apply and a project review or site visit is required to apply for the Preserving Oregon Grant.

Grants must be submitted through the [Oregon Parks and Recreation Department Grants Online](#) system.

Grant Timeline:

- Letter of Intent Deadline: April 11, 2024 (11:59 pm)
- Deadline: May 1, 2024 (11:59 pm)
- Notification: End of June, 2024
- Project Start: July 1, 2024 with agreements fully executed and workplan approved.
- Project Completion and Reporting Deadline: April 30, 2025

Financial Information:

AWARD AMOUNT:

Grant funds may be awarded for amounts up to \$20,000. The State Historic Preservation Office attempts to fully fund grant requests. The funding is by reimbursement for work completed.

MATCH:

Grants must be matched 1:1 by the grantee.

- Match can be in the form of cash, in-kind donations and volunteer time.
- Rates for volunteer services may not exceed Oregon minimum wage, except in those instances in which the volunteer is using their professional skills for the grant assisted work. Then, documentation of their rate is required.
- Indirect costs (general operations costs associated with the grant funded project) or grant administration costs (staff time managing grant reporting and reimbursement) can be applied to the grant for funding or match, only one can be used in the same grant. Both indirect costs and grant administrations costs are limited to 6% of the award amount.

BUDGET INFORMATION:

Bids and estimates strengthen the grant request when applicable. If awarded the grant requires at least three estimates for work over \$25,000.



GRANT REPORTING AND PAYMENT:

Awarded projects will be the subject of binding agreements between the State and the grantee. Grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting are included in the grant guidelines.

Eligibility, Standards, Criteria, and Priorities:

HISTORIC PROPERTY ORGANIZATION AND PROJECT ELIGIBILITY:

- Properties must be listed on the National Register of Historic Places, either individually or as a "contributing" property in a Historic District, to qualify for funding.
- Commercial or depreciable properties that are taking advantage of the federal investment tax credit cannot include these grant dollars in the expenses for the tax credit.
- Interior work will be considered on a case-by-case basis depending on the significance of the interior and its public value.
- Remodeling, new additions, or solely cosmetic efforts are not eligible for funding.

ARCHEALOGY ORGANIZATION AND PROJECT ELIGIBILITY:

Field-based research projects concerning the documentation of archaeological sites, structures, and artifacts are eligible, including:

- conservation and stabilization of specific archaeological sites and monuments;
- field or experimental testing of new or developing methods and materials for identification or conservation;
- development, testing or implementation of heritage management plans;
- programs promoting public awareness of and education about the value and fragility of cultural resources;
- developing and/or implementing innovative techniques in dating, monitoring, analysis, remote sensing of and predicting locations for archaeological sites and artifacts;
- projects that discover or study previously untold perspectives and histories of people frequently excluded from historic interpretation;
- conducting surveys and preparing contexts of archaeological sites
- documenting archaeological resources at risk; and
- preparing National Register nominations of archaeological sites.

PRESERVATION STANDARDS:

The application must convey that all work will be completed using appropriate preservation practices, for example, the Secretary of the Interior's Standards for Rehabilitation of Historic Properties, SHPO regulations for archaeological work, etc.

CRITERIA FOR PRESERVATION PROJECTS:

- How significant the work is to the structure's integrity.
- The level of preservation of character-defining features.
- How well the work plan and cost estimates are developed and described.
- How well the project is shown to meet the Secretary of the Interior's Standards for Rehabilitation of Historic Properties.
- Historic significance of the property.

PRIORITIES FOR PRESERVATION PROJECTS:

- Higher priority will be given to publicly owned resources and private nonprofit resources, and properties that offer the greatest public benefit through visual access and interpretive/educational value.



- Properties that are not publicly owned or nonprofit-owned must have exceptional significance and/or extraordinary public benefit to compete.
- Properties associated with untold perspectives and histories of people frequently excluded from historic interpretation.
- Geographic distribution.
- Additional evaluation will be based on demonstrated project readiness and the matching dollar share in-hand commitment.

CRITERIA FOR ARCHAEOLOGY PROJECTS:

- The significance of the contribution to the field of archaeology.
- The demonstration of technically sound methodology.
- Includes a principal investigator who is a professional archaeologist.
- Disseminate project results effectively
- Historic significance of the property.
- Is cost effective given the scope of work and the audience.
- The capability of the applicant to carry out the proposed project.

PRIORITIES FOR ARCHAEOLOGY PROJECTS:

- Projects that discover or study previously untold perspectives and histories of people frequently excluded from historic interpretation.
- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail and realistic cost estimates.
- Geographic diversity.
- Project readiness, including matching dollar share in-hand.
- Shows that it is part of a larger project, or has far reaching results and uses beyond the submission of the product to SHPO.

ASSISTANCE:

Please read the Diamonds in the Rough grant guidelines for details on application questions, award process, and grant requirements. For grant questions, translation assistance, and OPRD: Grants Online support, contact: Kuri Gill, kuri.gill@opr.d.oregon.gov, 503-986-0685.



Oregon Museum Grant 2024 Information

OREGON HERITAGE COMMISSION, OREGON HERITAGE

Oregon Parks and Recreation Department values and serves everyone and is committed to providing safe and equitable access to state parks and agency programs. The department will not tolerate racism, harassment, discrimination, or intimidation in any form.

Oregon Museum grant funds are for Oregon museums to collect, preserve, interpret, and promote the collective history of Oregon for all. Awards are given to museums conducting projects for the care and management of heritage collections, for heritage-related tourism, and heritage education and interpretation. Grant proposals from museums of all sizes and purposes that meet eligibility requirements are encouraged and will be considered.

Grants must be submitted through the [Oregon Parks and Recreation Department Grants Online](#) system.

Grant Timeline:

- Deadline: April 2, 2024 (11:59 pm)
- Notification: End of May, 2024
- Project Start: July 1, 2024 with agreements fully executed and workplan approved.
- Project Completion and Reporting Deadline: April 30, 2025

Financial Information:

AWARD AMOUNT:

Generally, awards are \$1000-\$8000. The Oregon Heritage Commission attempts to fully fund grant requests. The funding is by reimbursement for work completed.

MATCH:

A dollar match for funds requested is not required, though we encourage you to seek local funding and donations in addition to your grant request. Local support allows the program to assist more museums, shows community value for the project, and makes the application more competitive.

- Match can be in the form of cash, in-kind donations and volunteer time.
- Rates for volunteer services may not exceed Oregon minimum wage, except in those instances in which the volunteer is using their professional skills for the grant assisted work. Then, documentation of their rate is required.
- Indirect costs (general operations costs associated with the grant funded project) or grant administration costs (staff time managing grant reporting and reimbursement) can be applied to the grant for funding or match, only one can be used in the same grant. Both indirect costs and grant administration costs are limited to 6% of the award amount.

BUDGET INFORMATION:

Bids and estimates strengthen the grant request when applicable. If awarded the grant requires at least three estimates for work over \$25,000.



GRANT REPORTING AND PAYMENT:

Awarded projects will be the subject of binding agreements between the State and the grantee. Grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting are included in the grant guidelines.

Eligibility, Standards, Criteria, and Priorities:

MUSEUM REQUIREMENTS:

- Be in operation in Oregon as a public or private nonprofit for a period of at least two full years prior to the date of the application. The private nonprofits must be incorporated in the State of Oregon.
- Provide museum services open to the public at least 120 hours per year at designated and reasonable hours and places; **Note: Documented COVID closures are acceptable for this grant cycle.**
- Have a responsible, competent attendant on duty when museum services are provided to the public;
- Be organized as a public or private non-profit institution that exists on a permanent basis for essentially educational or aesthetic purposes;
- Care for and own or use tangible objects; and
- Exhibits the objects to the public on a regular basis through facilities the museum owns or operates.

PROJECTS:

These grants support projects for the collection and management of heritage collections, for heritage-related tourism, or heritage education and interpretation.

- “Heritage collections” includes artifacts and other manifestations of material culture, documents, publications, photographs and film, heritage recordings, music and songs gathered for study, comparison or exhibition, and their management.
- “Heritage-related tourism” means the practice of traveling for recreation to learn, enjoy or appreciate heritage.
- “Heritage education and interpretation” means the action or process of educating or of being educated about heritage.
- Projects that will begin and end during the grant cycle qualify. Grant cycle extensions are extremely rare.
- Capital projects are eligible for funding, however building preservation projects are a lower priority unless the work impacts the care of collections. Historic property preservation projects eligible for the Preserving Oregon Grant are not eligible for this grant.

STANDARDS:

All projects must address professional museum or archival standards. Please specify in the application which standards will be used for the project. For digitization projects recommended minimum standards are those promoted by the Association for Library Collections & Technical Services.

<http://www.ala.org/alcts/resources/preserv/minimum-digitization-capture-recommendations#top>

CRITERIA:

- The capability of the applicant to carry out the proposed project, including quality of timeline, skills, standards, budget, and scale.
- The effectiveness of the proposed project to address needs in the collection and management of heritage collections, the promotion of heritage-related tourism, or the provision of education and other interpretations related to heritage. Level of impact on the need.
- The commitment of other significant monetary or in-kind support to the goals of the project.
- The project has a connection to Oregon history and culture.



PRIORITIES

- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail. Geographic diversity.
- Museum size diversity.
- Projects that document, preserve, or interpret the history of voices previously marginalized or excluded. For example, this may include ethnicities, races, genders, classes, etc. or themes like labor, immigration, etc.
- Significant impact to the organization.
- Realistic cost estimates and matching dollar share in-hand. And projects where matching funds do not include other grants from Oregon Heritage.

ASSISTANCE:

For grant questions, translation assistance, and OPRD: Grants Online support, contact: Kuri Gill,
kuri.gill@opr.d.oregon.gov, 503-986-0685.



Diamonds in the Rough Grant 2024 Guidelines

STATE HISTORIC PRESERVATION OFFICE, OREGON HERITAGE

Oregon Parks and Recreation Department values and serves everyone and is committed to providing safe and equitable access to state parks and agency programs. The department will not tolerate racism, harassment, discrimination, or intimidation in any form.

"Diamonds in the Rough" grants are to restore or reconstruct the facades of buildings that have been heavily altered over the years. The purpose is to return them to their historic appearance and potentially qualify them for historic register designation (local or national).

Grants must be submitted through the [Oregon Parks and Recreation Department Grants Online](#) system.

Grant Timeline:

- Deadline: May 1, 2024 (11:59 pm)
- Notification: End of June, 2024
- Project Start: July 1, 2024 with agreements fully executed and workplan approved.
- Project Completion and Reporting Deadline: April 30, 2025

Financial Information:

AWARD AMOUNT:

Grant funds may be awarded for amounts up to \$20,000. The State Historic Preservation Office attempts to fully fund grant requests. The funding is by reimbursement for work completed.

MATCH:

Grants must be matched 1:1 by the grantee.

- Match can be in the form of cash, in-kind donations and volunteer time.
- Rates for volunteer services may not exceed Oregon minimum wage, except in those instances in which the volunteer is using their professional skills for the grant assisted work. Then, documentation of their rate is required.
- Indirect costs (general operations costs associated with the grant funded project) or grant administration costs (staff time managing grant reporting and reimbursement) can be applied to the grant for funding or match, only one can be used in the same grant. Both indirect costs and grant administrations costs are limited to 6% of the award amount.

BUDGET INFORMATION:

Bids and estimates strengthen the grant request when applicable. If awarded the grant requires at least three estimates for work over \$25,000.



GRANT REPORTING AND PAYMENT:

Awarded projects will be the subject of binding agreements between the State and the grantee. Grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting are included in the grant guidelines.

Eligibility, Standards, Criteria, and Priorities:

ORGANIZATION AND PROJECT ELIGIBILITY:

- Nonprofits, local governments, and private property owners are eligible to apply.
- Buildings must have heavily modified primary facades and
 - Clear evidence that substantial portions of the historic facades are still there, covered by newer materials, or
 - Historic photos or original drawings that provide clear evidence for guiding the restoration/reconstruction. Lower priority will be given to applications that propose work based on speculation or generic designs rather than historical evidence for that specific building.
- Funds from this grant program may not be claimed for the federal rehabilitation tax credits.
- Buildings taking advantage of Oregon's Special Assessment of Historic Properties program may qualify if they meet the "heavily modified primary facade" requirement.
- New additions are not eligible for funding.

PRESERVATION STANDARDS:

All work must meet the Secretary of the Interior's Standards for Rehabilitation of Historic Properties; see <http://www.nps.gov/history/hps/tps/tax/rhb/stand.htm>.

CRITERIA:

- The level of preservation or restoration of character-defining features.
- The project has a well-prioritized, clearly explained work plan with an appropriate level of detail and realistic cost estimates.
- Demonstrated community need for and benefit from the project.

PRIORITIES:

- Commercial or public buildings in Certified Local Government communities, designated Main Street areas, or local or National Register historic districts.
- Projects that will generate dramatic "before-and-after" results, a high level of transformation.
- Geographic diversity.
- Project readiness, including matching dollar share in-hand.

ASSISTANCE:

Please read the Diamonds in the Rough grant guidelines for details on application questions, award process, and grant requirements. For grant questions, translation assistance, and OPRD: Grants Online support, contact: Kuri Gill, kuri.gill@opr.d.oregon.gov, 503-986-0685.

