



## HISTORIC PRESERVATION GRANTS

*Through a partnership between Historic Hawai'i Foundation and Freeman Foundation*

### Instructions for Submitting

The Freeman Foundation supports historic preservation as a mechanism for building community, enhancing Hawaii's sense of place, and support for improved societal relationships. Projects should demonstrate that local support and investment is in place prior to applying to Freeman Foundation for funding. Following completion of the preservation project, the site or building should be used for a public or community purpose. All projects are required to follow the Secretary of the Interior's Standards for the Treatment of Historic Properties. Grants range from \$10,000 to \$100,000. Applicants are responsible for keeping HHF updated on any changes to the project and/or budget after approval. Rolling deadlines.

#### **SELECTION CRITERIA:**

1. Applicant is a community-based and locally-supported non-profit organization that provides local services and that fills a community need. Projects on a neighbor island or in a rural community are strongly encouraged;
2. The project preserves and rehabilitates a significant historic property following appropriate preservation standards;
3. Recipient receives significant additional financial and/or in-kind support from individuals, community members and other funders, with the funding request being part of an overall financial plan that is thorough and reasonable.

#### **SUBMITAL REQUIREMENTS:**

Two (2) complete printed hard copies of the application and supporting materials with a cover must be submitted. Do not staple your application. Binder-clip each complete set of application materials. Do NOT laminate or bind (e.g spiral-bind, book-bind, perfect-bin, etc.) your submission.

#### **Application Checklist**

Each application should include sufficient descriptions and supporting materials (e.g. location map, photographs, project plans, budget, etc.) to describe:

- Application Cover Sheet
  - Organization's name and contact information
  - Name, address and location map of historic property
  - One-sentence description of preservation project
  - Amount of funding requested
  - Signatures
- Application Form
  - Organization's mission, goals, purpose and role in the community
  - Description of the historic significance of the property
  - Description of the proposed preservation project, including the need, goals and methods that will be used for the work
  - Description of how the property will be used following completion of the project;

- Photographs with captions/descriptions (Minimum of five (5) images)
  - At least one image showing the historic property in large view
  - At least one image showing the area of proposed preservation project
- Budget Sheet
  - Total Budget, with amounts requested, other funds, and in-kind contributions
  - Expenses for preservation project (amount and description)
  - Estimates or bids for architecture, engineering, labor, materials or other major items
  - Budget narrative describing how the funds will how the requested amount will be allocated in the overall project

Examples of Past Projects

- Wakamiya Inari Shrine, Waipahu, O‘ahu (\$20,000): in-kind repair and replacement of roof; restoration of missing architectural elements
- Grove Farm Homestead Main House & Kaipu Camp, Līhu‘e, Kauai (\$45,000): termite treatment; in-kind repair and replacement of roof
- Huialoha Church, Kaupō, Maui (\$20,000): in-kind repair and replacement of roof and bell tower
- Laulima House, Makiki, O‘ahu (\$40,000): restoration and rehabilitation of windows, cabinets and finishes
- Hui No‘eau Visual Arts Center (Kaluanui), Makawao, Maui (\$78,000): Exterior repairs of columns, doors, railings, windows, trim, facades, balconies and walkways
- Haili Church, Hilo, Hawai‘i (\$50,000): repair foundations and support columns
- St. Andrew’s Cathedral, Honolulu, O‘ahu (\$75,000): roof repair and exterior restoration
- Kaumakapili Church, Honolulu, O‘ahu (\$47,500): repair and restore stained glass windows
- South Kona Education and Arts Center, Kona, Hawai‘i (\$10,000): repair windows, doors, lanai and exterior walls at Japanese language school.

**NOMINATIONS MAY BE SUBMITTED TO:**

Two (2) complete printed hard copies of the application, cover letter, budget sheet and other supporting materials are to be delivered to:

Ms. Kiersten Faulkner  
 Historic Hawai‘i Foundation  
 680 Iwilei Rd., Ste. 690  
 Honolulu, HI 96817

**For more information, contact Kiersten Faulkner at Historic Hawai‘i Foundation at 808-523-2900 or [Kiersten@historichawaii.org](mailto:Kiersten@historichawaii.org)**

**About Historic Hawai‘i Foundation**

Historic Hawai‘i Foundation (HHF) was established in 1974 to encourage the preservation of historic buildings, sites and communities on all the islands of Hawai‘i. As the statewide leader for historic preservation, HHF works to preserve Hawaii’s unique architectural and cultural heritage and believes that historic preservation is an important element in the present and future quality of life, economic viability and environmental sustainability of the state. HHF is a 501(c)(3) not-for-profit organization. [www.historichawaii.org](http://www.historichawaii.org)



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**Cover Sheet**

Organization: \_\_\_\_\_

Address:

Street Address City State Zip

Mailing Address (if different from Street Address) City State Zip

Phone Fax Email

Project Contact: \_\_\_\_\_

Name (First and Last)

Mailing Address City State Zip

Phone Fax Email

Name of Historic Property: \_\_\_\_\_

Address/Location of Historic Property (include a map): \_\_\_\_\_

Summary Historic Preservation Project: \_\_\_\_\_

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

Amount of Funding Requested: \$ \_\_\_\_\_

This application has been reviewed and approved by this organization's policy-making body.

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Authorized Representative (Type or Print Name)

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Date of Application



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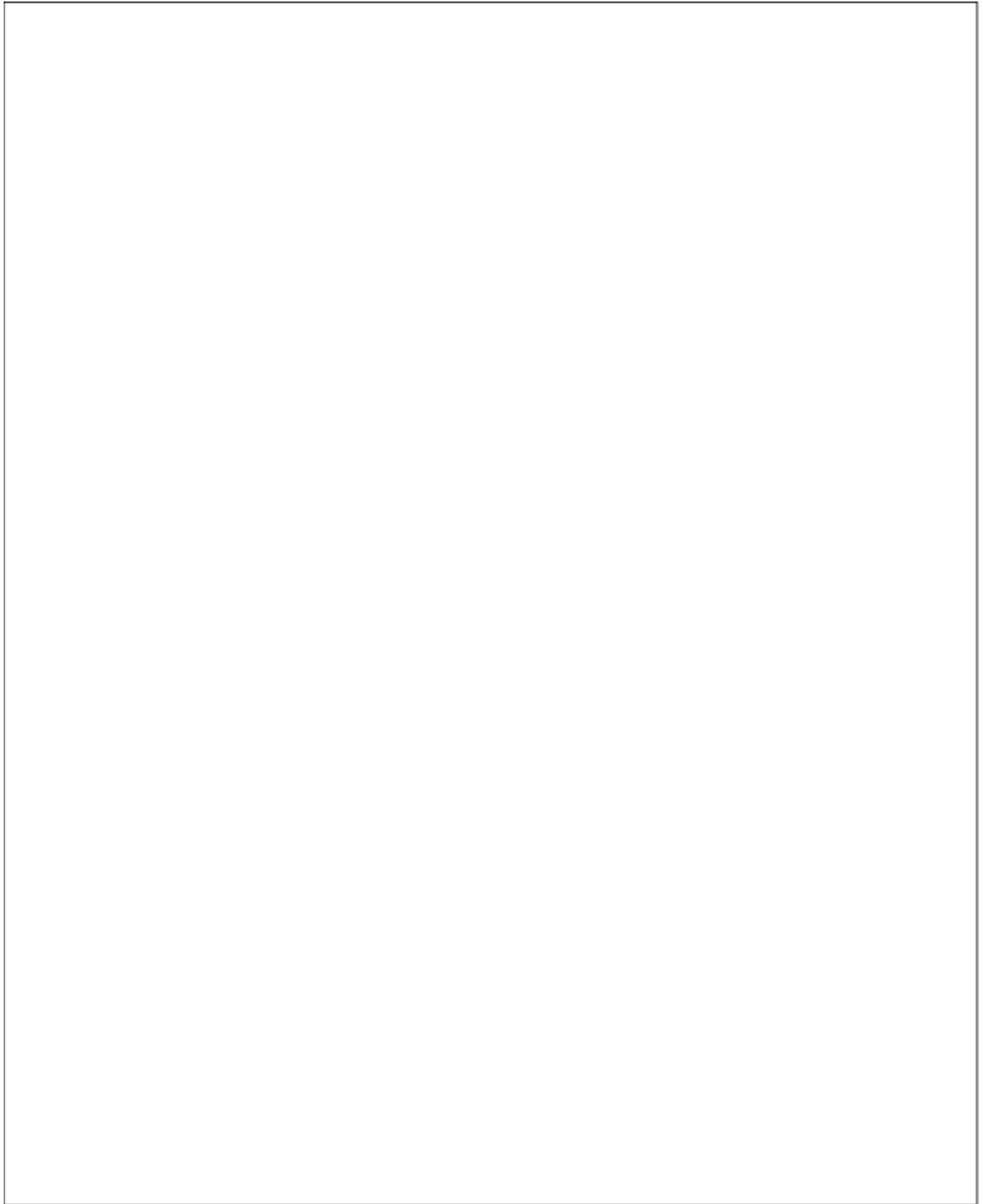
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**Application Form**

Organization's Name: \_\_\_\_\_

Description of the organization's mission, goals, purpose and role in the community:

Description of the Historic Significance of the Property



Description of the proposed preservation project, including the need, goals and methods that will be used for the work. Include the name of the preservation professional assisting with the work:

[Empty box for project description]

Description of how the property will be used following completion of the project:

A large, empty rectangular box with a thin black border, intended for a description of property use after project completion. The box is currently blank.

## Photographs

Attach a minimum of five (5) photographs illustrating aspects of the project. Include at least one image showing the historic property in large view and at least one image showing the area of proposed preservation project. Other photos may include images showing various interior and exterior views.

Image 1: Caption/ Description

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Image 2: Caption/ Description

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Image 3: Caption/ Description

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Image 4: Caption/ Description

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Image 5: Caption/ Description

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Other Images: Caption(s)/ Description(s)





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**Budget Sheet**

The Budget section of the form is the amount requested from the Freeman Foundation, along with amounts from other sources and In-kind contributions, and the final total. Below the Budget section is the Expenses section. This is where estimates and/or bids will be listed (architecture; engineering; supplies; materials; labor). \*\*\*Estimates and/or bids should be attached. \*\*\* At the very end of the Budget Sheet is a section where you will describe how the requested amount will be allocated in the overall project.

Budget	Amount Requested:	Other Funds:	In-Kind:	Total:

Expenses:	Estimates/Bid Amount:	Total:

Description:	

Expenses:	Estimates/Bid Amount:	Total:

Description:	

Expenses:	Estimates/Bid Amount:	Total:

Description:	

Expenses:	Estimates/Bid Amount:	Total:

Description:	

Describe how the requested amount will be allocated in the overall project:

