

Maine Steeples Project
Step 3: Steeple Restoration Grant Application
Revised 4/13/10

Contact Information

1. Name of church and/or nonprofit organization: _____
2. For person completing this application:
Name: _____
Title: _____
Daytime phone number: _____
E-mail: _____
Mailing address: _____

Restoration Information

3. What work is expected to be done?

 Attach a work letter from the steeplejack or other qualified person that specifies the scope of the project and includes the projected cost and methods of completing the work so that the grant application can be reviewed for compliance with the prior assessment of your church, the restoration standards outlined in *The Secretary of Interior's Standards for the Preservation of Historic Properties* and the requirements described in *Maine Steeples Project, Purpose and Background, Eligibility Requirements*.

 Please attach a minimum of 10 digital images (or 4" x 6" glossy pictures) showing the overall exterior and/or interior structure and details of the area needing repair. (If the assessment you already submitted has these 10 pictures, please let us know and we will reference that information.)
4. Throughout this process, do you agree to follow *The Secretary of Interior's Standards for the Preservation of Historic Properties* or indicate areas where you may not be able to do so?
 Yes No
5. Is your contractor familiar with these Standards and does he or she understand the implications of this requirement?
 Yes No

Grant Request Information

6. What is the total projected cost of this restoration project? _____

7. How much money are you requesting? (up to \$40,000) _____

General Information

8. As part of this application process, we try to determine your ability to raise the minimum of 50% matching funds necessary to complete this project within a two-year time period and to maintain the steeple over time.

- Please attach a copy of most recent annual church/organization budget.
- Please provide information on capital campaign fundraising efforts within the past five years.
- Please include a narrative detailing where matching funds will come from and a projected timeline for the church/nonprofit to secure matching dollars (cash reserves, total money raised, pledges to date, new fundraising activities, etc.).
- Please describe what plans you have in place to create a restricted fund for building/steeple maintenance. If you already have a capital repair budget, what is the current balance and how is it restricted?

9. We require quarterly reports and a final report on the project, including digital images and finances. Who will be responsible for reporting on the fundraising efforts and steeple restoration work?

10. Signature and title of authorized contact: _____

11. Date: _____

Please submit one electronic (preferred) or hard copy version of this application with attachments by November 1 to:

Jennifer Southard
Maine Community Foundation or jsouthard@mainecf.org
1 Monument Way, Suite 200
Portland, ME 04101

If you have any questions, please contact Jen at (207) 761-2440.