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| **OREGON STATE HISTORIC PRESERVATION OFFICE** |
| Oregon Historic Theater Grant Project Packet Cover Form  |
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| **SECTION I. PROPERTY & GRANT INFORMATION**  |
| Street Address: |   |
| City: |   |
| County: |   |
| Owner: |   |
| SHPO Agreement Number:  |   | Grant Award Amount: |   |
|  |
| **SECTION II. PROJECT DESCRIPTION**  |
| *Please provide a description of the proposed work identifying issues being addressed and how. Attach additional pages if necessary. 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 now versus how it will look once the project is complete.* |
|   |
| **SECTION IIA. PROJECT DETAIL – select all that apply** |
| [ ]  | Roof | Construction Date: |   | Existing Material: |   |
|  |[ ]  Repair  | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Windows/Doors | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Structural or Foundation | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Siding | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Façade/Entryway | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Marquee | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Stage | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Auditorium/Seats | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Ticket booth | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Concession Area | Construction Date: |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Other: |   | Construction Date |   | Existing Material: |   |
|  | [ ]  | Repair | [ ]  | Replace | Proposed Materials: |   |
| [ ]  | Ground will be disturbed. | Describe: |   |
|   |
|  |
| **SECTION III. ADDITIONAL INFORMATION & ATTACHMENTS** |
| *Please merge & attach items as one document and use the file name format “yourprojectaddress.pdf”. Check the appropriate boxes below to indicate what information has been included. Only the map and photographs of property are required.*  |
| [ ]  | 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 |
|  | [ ]  | At least 2 photographs that provide a view of the property with neighboring properties. |
| [ ]  | Map  |
|  | *Please include a topographic, Google, or Bing map that clearly shows the location of the property.* |
| [ ]  | Additional Information  |
|  | [ ]  | Design plans |
|  | [ ]  | Product/material information sheets |
|  | [ ]  | Examples of similar completed projects |
|  | [ ]  | Other: |   |
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| **Section IV. FOR SHPO COMPLETION**  |
| Based on the information submitted to our office, we find that the proposed project adheres to *The Secretary of the Interior's Standards for the Treatment of Historic Properties*. Pending concurrence from the National Park Service (NPS) regarding this finding, this project is fundable through a Historic Revitalization Subgrant Program grant for development. Within 30 days of the signature below, please upload your Preservation Agreement to OPRD Grants Online. Work on your project cannot begin until a Preservation Agreement has been signed and the project has been submitted to and approved by the NPS.  |
|   |   |
| SHPO Reviewer Signature |  | Date |