

2024 Grant Round: Applicant: _____

**Old Mill Hill Society Historic Preservation Grant
2024 Application
DEADLINE: Friday, October 11**

The OMHS Historic Preservation Grants Committee can only review grant requests that include an accurately filled out application form and the necessary additional documents. Please read these instructions carefully and be sure that your application package is complete before submitting it.

PLEASE NOTE:

All grant recipients must complete and submit a progress report to the OMHS Grants Committee every six months until the project is completed.

2024 OMHS Grants Committee Members

Committee Chair - Austin Edwards (ajedwardsesq@gmail.com)

Old Mill Hill Society Treasurer - Charlie Romanow (romanowc@gmail.com)

Committee Member – Michelle Ruess

There may be others who join the Grants Committee

Instructions:

1. Enter your name on the top of each page of this application (in the header).
2. **All submissions must include the following:**
 - A. Completed application form, signed and dated (this document)
 - B. Project budget or written estimate from a licensed contractor or architect (as an attachment to your application)
 - C. Statement describing the applicant's (organizational or individual) financial contribution to the project (on page 4 of this document)
 - D. Photo of project area (required) and diagram/illustration of work to be performed (if possible) (as an attachment to your application)
 - E. Resumes and/or references of those responsible for the work: contractors, architects, or owner, if applicable (as an attachment to your application)
3. Use one of the following ways to submit your completed application and the necessary documentation to the OMHS Grants Committee:
 - A. Mail to:
Historic Preservation Grants Committee
c/o Old Mill Hill Society
P.O. Box 1263
Trenton, NJ 08607-1263

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- B. Enter directly in the document and/or scan and email to:
Charlie Romanow: romanowc@gmail.com
- C. Drop-off to Charlie Romanow at 206 Jackson St

Please send any questions to Austin Edwards (ajedwardsesq@gmail.com) and Charlie Romanow (romanowc@gmail.com)

Background

Sine 2002, the Old Mill Hill Society has funded an Historic Preservation Grant Program to promote the historic preservation and restoration of properties within Mill Hill. The program's guidelines were revised in January 2008 to focus on the restoration and repair of home exteriors and the de-conversion of houses from multi- to single-family use within the neighborhood. Typically, several grants are awarded each cycle. For 2024, the amount available for grants is \$10,000. Only one grant will be awarded to an individual or organization in any one calendar year. Applicants may also seek other grants without effect on this grant application. Depending on the funds available for grants and the number of applications, applicants may be offered a grant amount less than what they requested. An applicant may decline the grant or modify their project. Applicants who decline or are not awarded a grant during a grant cycle may reapply during the next grant period as long as the project for which the grant is being sought has not been begun. The Committee will notify the applicants in writing or by email.

Grantees may only be awarded grants once per every three grant cycles.

Priority will be given to projects in the following order:

1. Rehabilitation of a vacant property for owner-occupancy
2. Conversion of an inhabited house from multi- to single-family use
3. Bringing a non-complying pre-existing exterior feature into compliance with standards set by the Trenton Landmarks Commission.
4. Repair or restoration of an exterior feature to comply with standards set by the Trenton Landmarks Commission.

Applicable Historic Restoration Guidelines and Architectural Standards are found here: <https://trentonmillhill.org/wp-content/uploads/2015/02/historic-restoration-guidelines.pdf>

Andres Lomi, Trenton Landmarks Commission (609-989-3528; alomi@trentonnj.org) is responsible for inspecting and enforcing the landmarks code for the city. Andres is a good resource to discuss and review historically appropriate features and requirements in the Mill Hill Historic District and entire City of Trenton.

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The Grants Committee consists of volunteer residents of the neighborhood. Grants Committee members and their households are disqualified from being awarded grants while they are on the committee. Grants Committee members use their best objective judgment and any applicable expertise to judge applicants. Upon finalization of awards, applicants may request an informal debrief of their application, but individual criteria scores will not be shared beyond the Grants Committee.

This application consists of a **Basic Information** section (below) and a **Criteria** section (beginning on page 5 of 8).

Basic Information

Date Submitted: _____

Project Property Address: _____

Applicant Information

Applicant Name: _____
(must be owner of the above property)

Contact Person (if different than Applicant Name): _____

Address (if different than Project Address)

Phone Number: _____

Email (print clearly): _____

Property Type (choose one only)

- Single Family Home - Owner-Occupied
- Single Family Home - Tenant-Occupied
- Multi-Unit Residential Building # of units _____
- Multi-Unit Residential, De-conversion to Single Family Home
- Vacant Residential Property, Rehabilitation for Owner Occupancy
- Vacant Residential Property, Rehabilitation for Tenant Occupancy
- Commercial Property, Occupied
- Commercial Property, Vacant
- Other. Please describe _____

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Project description (can attach additional description if necessary):

Total Anticipated Project Cost: \$_____

Total Grant Amount Requested: \$_____

(Please Note: Amount Requested Cannot Exceed 75% of the Total Project Cost)

Anticipated Start Date: _____

Anticipated Completion Date: _____

Names of contractors and other workers responsible for this project: _____

I have read and accept the Grant Recipient Guidelines and Responsibilities (please check the box)

Signature of Applicant

Date

ATTACHMENT CHECKLIST (all elements are required):

- Completed application, signed and dated
- Budget/written estimate for project from a licensed architect/contractor
- Statement of the owner's financial contribution to the project
- Photographs of the project area
- Architectural drawing or illustrations of work to be performed
- Resumes and/or references of the project architect and all contractors

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Criteria

The following criteria will be considered by the Grants Committee. Please respond to the prompt following each criteria. If there is not sufficient room to respond to a question, you may attach additional pages.

1. Relevant Experience of Applicant or Contractor (whomever is doing the work)

Please describe the contractor’s experience with the type of work to be done and their experience working in Mill Hill and/or with historic buildings. If possible, provide a link/attachment to their website or a resume.

2. Readiness of Project to Proceed

Upon being awarded the grant, will the project begin by November 1, 2024? If not, please explain.

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3. Importance of Grant to Completing the Project

Please describe why the grant award is necessary for completing the project and any extenuating circumstances that may contribute to the grant's importance for funding the project.

4. Impact on the Neighborhood

Please describe how this project will support the neighborhood's historic aesthetic.

5. Type of Property. (Preference will be given to owner-occupied, residential properties).

Is the property residential, commercial, mixed-use, other (describe)?

If residential, how many housing units?

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Is the property owner-occupied?

Is the property owned by an individual, corporation, nonprofit, other (describe)?

6. Type of Project (Preference will given to transformative projects).

Does the project involve converting the property from vacant to occupied, multi-family to single-family, other (describe)? (Yes or No)

Does the project respond to a Landmarks Commission violation or bring the property into compliance with Landmarks requirement? If yes, please describe.

7. Demonstrated Neighborhood Commitment

How long has the applicant lived in Mill Hill?

How long has the applicant owned the property?

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Please describe anything else you'd like the Grants Committee to be aware of concerning you and your application, including your commitment to the Old Mill Hill Society and to Trenton, whether formal or informal, over time.

8. Proposal Completeness

Are all required attachments included in the application? Yes or No