

2017 Grant Application – February 1, 2017 deadline

Vancouver Heritage Foundation's grant programs provide economic support to building owners for the maintenance, restoration, repair and rehabilitation of their heritage buildings. Projects are required to follow heritage conservation standards and guidelines. Preference is given to buildings that exhibit high standards of maintenance or whose applications illustrate plans for high standards of conservation and repair for compromised or dilapidated buildings.

These grant programs are funded by Vancouver Heritage Foundation (VHF), a charitable organization dedicated to the conservation of Vancouver's built heritage. For information about the activities of Vancouver Heritage Foundation please visit us at www.vancouverheritagefoundation.org

Owners of buildings listed on the [Heritage Register](#)* of the City of Vancouver are eligible to apply for VHF's granting programs designed to assist owners in planning and executing the maintenance, restoration, repair and rehabilitation of their heritage building. A building is listed on the Heritage Register because it has been identified by the City of Vancouver as having heritage value and/or heritage character and is at least 20 years old.

* If your building is not listed, Vancouver Heritage Foundation offers a grant, "Get on the Register", to assist building owners with the City's nomination process through which buildings may be added to the Vancouver Heritage Register. Your building must be accepted to the Vancouver Heritage Register before other grants will be given. In some circumstances, you may apply to Get on the Register in conjunction with other grants. Contact us well in advance of the grant deadline so we can assess the potential of your building to be added to the Heritage Register.

To find out if your building is listed on the Heritage Register and for more information on the City of Vancouver Heritage Register [click here](#) or go to the City's website at www.vancouver.ca and search "Heritage Register"; or phone the Heritage Planning Department at 604-873-7056.

RESTORE IT!

For the maintenance, repair and restoration of the original exterior fabric of heritage buildings. **Up to \$1500** cash grant** up to 50% of the cost of the project. Examples of fundable projects are the repair & restoration of original exterior shingles, siding, stucco, windows, doors, chimneys, masonry elements, roofs, porches, gutters, etc.

TRUE COLOURS

For the painting of the original exterior cladding of heritage buildings in historic colours from the historical Vancouver True Colours palette. **Up to \$1000** cash grant plus paint from Benjamin Moore.** Grant recipients must hire a Benjamin Moore approved painter (a list is on the True Colours web page). A Heritage Consultant will determine the original colour scheme of the building. The paint schemes funded will be from the True Colours palette or original to the building as per the Consultant's report and recommendations.

HOUSE CALL

For a site visit, consultation and drafting of a Conservation Plan to assist building owners in planning the maintenance and repair of their building. **Maximum \$500** cash grant** up to 50% of the cost of the consultation and written Plan. Grant recipients must hire a heritage consultant from a list provided. *More details on page 3.*

GET ON THE REGISTER

For assistance in the preparation of the required research and documentation for nominating a building to the City of Vancouver Heritage Register. **Maximum \$500** cash grant** up to 50% of the cost of a Statement of Significance document and accompanying research as required by the Heritage Planning Department staff. Grant recipients must hire a Heritage Consultant from a list provided.

** In exceptional circumstances, larger cash grants may be awarded at the discretion of the Granting Committee.

Please read this application thoroughly, complete and submit by mail the following three application pages, and required additional materials. *Incomplete applications will not be reviewed.*

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Please check the grant program(s) you are applying for:

- Restore It True Colours House Call Get on the Register

Building Address _____ Postal Code _____

Original Construction Date _____ Evaluation on the Heritage Register (A, B or C) _____
(if known)

Owner(s) Full Name(s) _____

Owner Address _____
(if different from above) Number Street Postal Code

Home Tel: _____ Cell: _____ E mail: _____

Please add me to VHF's twice monthly **email list** Yes No

Primary Contact name (if different from above) _____

Home Tel: _____ Cell: _____ E mail: _____

Project Consultant (if applicable): _____ Tel. _____
Architect, Heritage Consultant, Engineer, Contractor etc...

This building is part of a Development Permit Application with the City of Vancouver: Yes No

How did you hear about VHF and our granting program? _____

APPLICATION DEADLINE FOR ALL GRANTS IS FEBRUARY 1ST, 5PM OF EACH CALENDAR YEAR.

All applicants will be notified of the status of their application in writing by March 15th.

All funded projects must be completed by December 31st in the year the grant is awarded.

The grant will be paid out upon a written request from the grant recipient after:

- ✓ The work is complete
- ✓ An on site inspection is conducted by Vancouver Heritage Foundation,
- ✓ Recipient submits evidence to VHF of full payment to contractor (ie paid invoices signed by contractor)
- ✓ Recipient submits to VHF photos of project details and entire building, including photos taken before, during and after completion.

Return a signed, hard copy of this application and required accompanying documents to:

Vancouver Heritage Foundation
402 – 510 West Hastings Street
Vancouver BC V6B 1L8
Tel. 604 264 9642
Fax. 604 264 9643

If emailing digital images, please make a note of it on your application and send **high resolution jpg** files to:
mail@vancouverheritagefoundation.org

Required documents FOR ALL GRANTING PROGRAMS:

Your application will only be reviewed if all required documents below are included with your application

- High quality colour photographs** Enclose CURRENT photographs or e-mail high resolution 300 dpi jpeg images to mail@vancouverheritagefoundation.org. Please include a **minimum of five photos**: front, back, each side and a view of the entire building in its surroundings (with neighbouring buildings or immediate area). Please date all photos. Include copies of any archival photos that you have.
- Any historical information** you have or know about the building, if applicable.
- A written explanation** of your long term plans for the property, including heritage conservation plans, development plans, intentions to sell or subdivide property, etc.

As the owner or authorized agent for the above property, I hereby state that taxes on the above property are not in arrears, there are no liens on the property and that the property is covered by home, fire and earthquake insurance. I shall obtain all necessary authorizations and permits from the City of Vancouver before work commences. I agree that photographs and documents submitted to Vancouver Heritage Foundation may be used for promotional, educational and fundraising purposes. I agree to site signage erected on my property during the project to promote the Granting Program and Vancouver Heritage Foundation. I shall not involve Vancouver Heritage Foundation in any action, between any contractors, estimators, employees, works or agents and myself, arising from the work on this building.

Signature(s) _____

If authorized agent: Name _____ Work Tel. _____ Home Tel. _____

Address _____ Email _____

Additional required documents for Restore It grants:

- High quality colour photos of the area on the building where the proposed work is to be undertaken.
- Three professional quotes for the proposed work.

Additional required documents for True Colours grants:

- Three quotes for the painting of your building from Benjamin Moore approved painters (see BM Painters list on True Colours webpage). Ask the painters to separate the labour and materials costs in their quote. (If you are selected for a True Colours grant, all the paint will typically be supplied for free by Benjamin Moore). Benjamin Moore requires an estimate of the volume of paint needed for the project – ask painters to provide estimates.

Additional information about the House Call grant:

The House Call grant produces a **Conservation Report**. This is a formal document which explains why a house or building is significant, assesses it's condition, and outlines how it will be repaired, retained, and maintained for the long term conservation of the structure. The Report takes into consideration the layers of history at the site, and has many different uses. The preparation of a Conservation Report should be the first step in the process of making decisions about a structure, and any planned work on a structure should be incorporated into the document and be informed by heritage conservation guidelines.

Conservation Reports capture what has been done in the past. Time and money can be saved with an understanding of prior work and the proper prioritization of work to be done. The document is a living document and is passed from one owner/manager to the next.

Conservation Reports eligible for this grant must be conducted by a Heritage Consultant approved by the VHF Grant Committee. **The Conservation Report must include a history of the site, a Statement of Significance (SoS), site description, description of all exterior architectural elements, their condition, their conservation guidelines, and a maintenance plan.** The document should also include images of the building, the building's neighbourhood context, its architectural elements, and their condition.

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CONDITIONS OF VHF GRANTS: (Please sign at the bottom)

As the applicant for a VHF grant, I/we, the owners (the owner) of the building at the address below, agree to the following conditions as set out by the City of Vancouver Heritage Conservation Foundation (VHF):

1. As part of the review of applications, VHF staff and consultants may visit the site to assess accuracy of the application submitted.
2. There are no municipal taxes owing on the property.
3. There are no liens on the property.
4. There is an owner / homeowner's insurance policy for the building and property.
5. If we are chosen for a grant, to allow for publicity and promotion of the work done at our house during all phases of the grant program and for any future promotion of VHF.
6. If we are chosen for a grant, to allow a temporary sign to be erected on the property describing the grant program.
7. If we are chosen for a grant, to engage the services of one of the contractors or consultants listed for the grant program we are applying for, or in the case of a Restore It! grant, one of the contractors submitted with our application package. (If the project is to be completed by someone other than those listed in your application package you will need to seek approval from Vancouver Heritage Foundation in order to be eligible for your grant funds.) VHF reserves the right to reject quoting contractors if VHF believes their work does not follow professional heritage conservation standards and practices.
8. If we are chosen for a grant, to hold harmless Vancouver Heritage Foundation granting programs, Vancouver Heritage Foundation, its staff and consultants from damage or injury caused to property or person involved in undertaking the work of the grant program/s.
9. If we are chosen for a grant, the cash grant will be paid out by VHF upon completion of the project to the satisfaction of Vancouver Heritage Foundation; and upon payment in full to the contracted trades and professionals for the project.

Date: _____

Signature(s) of registered owner(s): _____

Address of building: _____ Postal Code: _____

Submit a completed and signed hard copy of this application and required accompanying documents no later than 5pm February 1st to:

Vancouver Heritage Foundation
402 – 510 West Hastings Street
Vancouver BC V6B 1L8
Tel. 604 264 9642