

## HERITAGE CONSERVATION GRANTS PROGRAM 2019-22

The Heritage Conservation Grants Program will complement other incentives for heritage conservation provided by the City of Vancouver. The program aims to assist individuals and organizations who are interested to conserve and restore historic places in the city of Vancouver, contributing to sustaining and augmenting the public benefits that heritage places bring to the neighbourhoods and communities of Vancouver. The program will build on the conservation grants offered by Vancouver Heritage Foundation since 1999 with the funding and resources to support more projects and offer greater visibility. An annual budget of \$230,000 for four years has been allocated to be provided as grants to conservation projects, with further funds available to support management of the program and communications.

### 1. Objectives

- Incentivize an increased level of conservation, restoration, and rehabilitation of historic buildings and structures, leveraging private investment.
- Guide appropriate and high-standard heritage conservation work.
- Support retention and rehabilitation that otherwise may not be easily financed.
- Provide added incentive for designation / protection of heritage properties and addition of properties to the Vancouver Heritage Register.

### 2. Strategy

Provide meaningful, consistent support to small and medium conservation projects for buildings and structures listed on the Vancouver Heritage Register.

Encourage more and better conservation with a visible, sustainable program.

### 3. Description

A Heritage Fund will be established that will provide long-term commitment and stability for the program. The Heritage Fund, funded by the City of Vancouver and managed by Vancouver Heritage Foundation, will support a conservation grants program offering matching grants to buildings, structures and sites on the Vancouver Heritage Register (or with a high degree of heritage integrity and potential for addition to the Register). The grants will support a wide variety of heritage conservation planning and intervention projects. The fund will have flexibility to allow VHF to provide larger grants to projects where warranted. The fund will aim to support individual and community efforts to retain and restore a diverse range of heritage places.

Grants will fund a maximum of 50% of the eligible project costs and be offered on an annual cycle. The maximum grant will range from \$2,000 to \$25,000 depending on the type of project and ownership type of the site as well as whether it is legally protected from demolition.

The program will be managed by Vancouver Heritage Foundation, a registered charity with experience in developing and managing grant programs since 1999. VHF staff will develop the details of the program for launch, promote the program, review and process applications, assist the public with inquiries about the program and their projects, gain expert input to prioritize applications and award appropriate levels of support to projects. The VHF Board of Directors will

review and approve all grants offered to further ensure alignment with the strategic goals of the program. VHF will also engage with a granting committee to access further expertise as needed to assist in the evaluation of applications and guide projects. VHF staff will monitor progress of projects and review completed projects before grant funds are released.

The program will be directly promoted to all sites on the Vancouver Heritage Register as well as to the wider public. Communications will aim to ensure owners are aware of the program to maximize the benefit of the program in motivating conservation work.

#### 4. Eligibility

##### Sites:

Eligible sites would include:

- Buildings –
  - House typologies and similar scale structures of primarily wood-frame construction
  - Components of other types of buildings critical to the heritage value, for example, the porch or façade elements of a large building that does not qualify for other support
- Monuments
- Structures
- Other Historic Resources, for example landscape structures / features, historic signs

The property must be located within the boundaries of the City of Vancouver, and listed on the Vancouver Heritage Register, in the process of being added to the Register, or will apply for and be added to the Register before completion of the grant.

The building or structure must possess heritage integrity i.e. substantial level of heritage fabric and features. This will be evaluated by VHF staff, Granting Committee and Board of Directors as part of the application process.

##### Ownership / Responsibility:

The following types of ownership would be eligible to apply for the program:

- Private owner
  - Individual(s)
  - Strata corporation (if primarily wood frame structure)
- Registered non-profit society or federally registered charity (including a society with a long-term lease (minimum 10 years) in a municipally-owned building with responsibility for the structure)
- Self-governing First Nation

##### Project type:

A wide variety of conservation work could be supported by the program, within the following categories:

- Preservation
- Restoration

- Rehabilitation
- Planning

*Not eligible:* Projects that are part of a larger commercial development that would have access to other incentive programs or subject to a Heritage Revitalization Agreement (HRA). Properties designated through an HRA would be eligible to access the program after a period of time, proposed to be 10 years.

## 5. Eligible Work

Grants will be applicable for:

- Exterior heritage elements on buildings and landscape features / monuments
- Designated (protected) heritage interior elements
- Structural, envelope and infrastructure work that is essential to ensuring the longevity and continued use or reuse of the structure.
  - o For example, roofing, foundation repair / renewal, rainwater management, structural stability.
  - o For larger grant awards, consideration of improving seismic resiliency will be expected.
- Accessibility and other work can also be considered where directly related to the conservation of the structure.

There will be two main categories of grant:

### *Planning*

- Preparation of a conservation plan
- Preparation of a maintenance plan
- Heritage evaluation and Statement of Significance to apply for addition to the Register

### *Intervention*

- Preservation, restoration, rehabilitation of exterior heritage elements (or designated interior)
- Structural rehabilitation and seismic upgrading
- Sustainable retrofits to reduce carbon emissions or improve comfort and directly related to preserving eligible heritage elements
  - o For example, the addition of interior or exterior storm windows for historic windows
- Restoring a historic colour scheme to the exterior of a building, including identification of the original or appropriate scheme, and using good conservation practice in preparation and application.

Eligible costs will include materials, labour and professional fees.

Properties applying for a grant to assist with research and documentation to apply for inclusion on the Register will be eligible for the Planning phase grant.

A building or structure that is not legally protected from demolition (through Designation, Heritage Covenant, or Scheduling in a Heritage Conservation Area) can receive a grant for Intervention activities. However, for a grant above an established threshold, the owner(s) will be required to sign a legally-binding agreement to repay the grant to Vancouver Heritage Foundation in the future if the structure or the part of the structure that the grant was applied to is demolished – likely in the form of a charge on title that will expire after a certain period of time (proposed to be 15 years). The agreement will also apply to subsequent owners of the building.

## 6. Grant Size

The program will provide a matching grant of up to a maximum of 50% of eligible costs and typically in the range of 35% - 50%.

Designated (legally protected) Heritage buildings and structures will be eligible for a higher value of grant as indicated in the table below.

Ownership type / protection:	Maximum grant available (up to 50% of eligible project costs)			
	Private ownership	Private ownership - Designated (legally protected)	Non-profit ownership	Non-profit ownership - Designated (legally protected)
Planning	\$2,000	\$2,000	\$3,000	\$3,000
Intervention	\$7,500	\$10,000	\$10,000	\$25,000
5 year maximum per site	\$20,000	\$25,000	\$30,000	\$70,000

Maximum grant funds provided to an individual site during any five-year period will be established, indicated in the table. Designated properties will have a higher maximum. This recognizes that different owners and sites have differing conservation needs and financial ability to proceed so the program can offer flexibility over multiple years to incentivize and support projects.

## 7. Anticipated Participation

If the program is fully promoted to eligible properties and sites, it is anticipated that at least 30 – 50 applications to the program will be received each year.

It is anticipated that participation will be significantly higher than that currently seen for Vancouver Heritage Foundation’s existing conservation grant programs. VHF currently receives 10 – 18 applications each year. Awareness among owners of properties on the Heritage Register is limited due to lack of budget for promotion. The small grants available currently are insufficient to motivate applications or conservation work in many cases.

## 8. Process

An initial phase of program development will include developing detailed terms and conditions, application forms, agreements, program information and communications. Once established, the annual granting cycle will include:

- Program promotion
- Application
- Additional information requested
- Review by Committee; Recommendation to VHF Board of Directors
- Board approval
- Communication to applicants including information and requirements
- Agreement between VHF and applicant including note on title for larger grants
- Monitoring of progress; Support to grantees; Signage at site
- Completion and submission of documentation for VHF review; Site visit if appropriate; For larger projects, these can be completed and grant paid in stages.
- Confirmation and payment of grant
- Documentation throughout
- Annual reporting to City of Vancouver of applications, grants awarded, and funds used.

## 9. Evaluation Criteria

Vancouver Heritage Foundation already has established guidelines for the existing Conservation Grants program that assist VHF staff and the volunteer Granting Committee (expert review committee) in making recommendations for grant amounts and project recipients to the VHF Board of Directors. The proposed grant program will build on these to ensure grants are awarded in line with the objectives of the program and to maximize the effectiveness of investment.

Work must be completed in accordance with *The Standards and Guidelines for the Conservation of Historic Places in Canada*.

The following criteria will provide guidance for prioritizing applications to be funded:

- Projects that are ready to proceed in the year of application and likely to be completed.
- Commitment to conservation: The building, structure or site is well-maintained or there are plans for a high standard of conservation and repair for dilapidated / compromised buildings.
- Projects most in need of support or incentive to proceed.
- Vulnerable projects in urgent need of stabilization.
- Visibility of the project where the public benefit can be most appreciated.
- For painting, projects most likely to accept a historic paint scheme.

## 10. Resources Required

The program will be developed, launched and managed by Vancouver Heritage Foundation staff. VHF will create a Grants Officer or equivalent position, estimated at 4 days per week for this program. The Executive Director will also be involved in overseeing the development and management of the program, along with VHF Communications Manager (and/or external resource) for promotion of the program.

- *One time:*
  - Program development and launch (VHF, City of Vancouver, Volunteer committee)
  
- *Annual; Ongoing:*
  - Program management, evaluation and reporting (VHF)
  - Expert review committee (Volunteer committee)
  - Program promotion (VHF and City of Vancouver; Printed materials & advertising)
  - Grants to projects (Fund)

Unused grant funds will be carried over so that the program can respond to changes in demand from one year to the next. However, if the proposed carry-over amount exceeds 40% of the grant amount disbursed to VHF for the previous year, the amount over 40% will be deducted from the next year's grant amount.

### About Vancouver Heritage Foundation

Vancouver Heritage Foundation promotes the appreciation and conservation of our city's historic places for current and future generations.

VHF does this by creating opportunities and resources to learn about Vancouver's history and heritage places, and providing practical support for the successful conservation of historic buildings and sites.

Established in 1992, VHF is funded by grants, donations, program revenues and an annual operating grant from the City of Vancouver.

