

# HINGHAM

*Greenbush Historic Preservation Trust  
Fund Grant*



INFORMATION GUIDE & APPLICATION

## INFORMATION GUIDE



### INTRODUCTION

The **Hingham Greenbush Historic Preservation Trust Fund** was established pursuant to the provisions of a Memorandum of Understanding Concerning the Greenbush Rail Project duly executed on behalf of the Town of Hingham, the Executive Office of Transportation and Construction and the Massachusetts Bay Transportation Authority dated May 15, 2000.

The fund enables selected applicants to receive funding to support rehabilitation or restoration projects for historical resources, landscapes, or other physical improvements to public spaces such as streetscapes. This guide details eligibility requirements, the application process, and includes the necessary application form. Questions about the Greenbush Historic Preservation Trust Fund should be directed to the Hingham Historical Commission at: 781.741.1492 or [hingham-ma.gov/historical](http://hingham-ma.gov/historical).

### ELIGIBLE APPLICANTS

Eligible applicants may include the Town, individuals, or private, non-profit organizations who are the owners or long-term lessees of an eligible historic resource in Hingham.

### ELIGIBLE HISTORIC RESOURCES

Eligible Historic Resources include properties located within the following:

- ❖ Lincoln National Register Historic District
- ❖ Lincoln Local Historic District
- ❖ Bachelor's Row/Pear Tree Hill Local Historic District
- ❖ Fort Hill National Register Eligible Historic District
- ❖ Beal National Register Eligible Historic District
- ❖ Barnes Area/Old Colony Hill National Register Eligible Historic District
- ❖ Hersey-Elm-Central Streets National Register Eligible Historic District
- ❖ Matthew Cushing (East-Summer) Street National Register Eligible Historic District

Eligible historic resources can be any building, structure or object which adds to the historic integrity or architectural qualities of the town. Preservation, rehabilitation or restoration of an eligible historic resource may include modifications to meet accessibility requirements and making of extraordinary repairs for the purposes of making such an historic resource functional for its intended use. Routine maintenance projects are not eligible.

### SELECTION CRITERIA

The Hingham Historical Commission will use the following criteria to review eligible projects proposed for grant assistance:

- ❖ Level of historical, archaeological, architectural or cultural significance of the property;
- ❖ Appropriateness of the proposed acquisition, preservation, rehabilitation, or restoration of the property;
- ❖ Anticipated public benefit to users and community residents;
- ❖ Potential for loss or destruction of the property without a grant;
- ❖ Funds and resources available from the owner or other sources which may contribute in part to the project; and
- ❖ Administrative and financial management capabilities of the applicant.

Historic preservation projects must be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties. [www.nps.gov/hps/tps/standguide/](http://www.nps.gov/hps/tps/standguide/)

## INFORMATION GUIDE

### GRANT AMOUNTS

Grant amounts will be determined by the Commission on the basis of the selection criteria and with regard to the availability of funds. The actual grant amount offered may be less than the total cost of the work. **Customarily, the Greenbush Trust Fund grants shall be used to leverage the efforts of eligible applicants, and will not fund the entire cost of a project.**

The Historical Commission will limit the total amount of funds dispersed in any twelve (12) month period. The combined amount of all grants awarded within any twelve (12) month period will not exceed \$100,000.

The maximum initial grant from the Trust Fund for any single project shall be \$50,000, and upon approval of a second application in a subsequent funding cycle, an allowance for a further grant of up to 50% of additional documented costs for a maximum disbursement of \$50,000 for the second application may be approved. Under this policy, the Commission may reimburse grantees for 100% of pre-approved eligible costs up to the amount of the initial grant, and for 50% of additional eligible costs up to the maximum allowed disbursement.

Projects must be initiated within one year (12 months) of the grant award date and completed within two years (24 months) of the grant award date. Extensions may be granted with permission by the Commission. Grants will be made on a reimbursement basis and will not be paid until the approved work is completed to the satisfaction of the Commission.

### REQUIRED DOCUMENTATION:

Applicants must provide (8) copies of each of the following five (5) items. No materials may be larger than 11"x17".

1. Completed Application (see following page)
2. Site Map showing the location of the proposed project on the property
3. Photographs showing the work site and its context
4. Project Timeline including anticipated start and end dates
5. Cost Estimate(s) from licensed professionals

Based upon the scope of the proposed project, applicants may also be asked to provide:

- Project Plans dimensioned with graphic scales
  - Drawings and Specifications for small projects
  - Architectural Plans and detailed elevations for construction projects
- Vendor Brochures for fences, windows, doors, lighting or other proposed details.

### TIMELINE FOR APPROVAL

Completed applications will be reviewed on a semi-annual basis by the Hingham Historical Commission at duly noticed public meetings. Applicants are encouraged to attend to support their applications and answer questions of the Commission.

All application materials must be received in the Historical Commission office by the deadline date and time posted on the Town website, in the Historical Commission office and in the office of the Town Clerk.



# APPLICATION

## HINGHAM GREENBUSH HISTORIC PRESERVATION TRUST GRANT

DATE: \_\_\_\_\_

**Historical Significance of Property:**

**Submitted by:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_

*if applicable*

501C3 ID: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**Property Owner: (if different than above)**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**Project Coordinator: (if different than above)**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**Project Information**

NAME/DESCRIPTION OF PROPERTY :

\_\_\_\_\_  
\_\_\_\_\_

PROPERTY ADDRESS :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

YEAR BUILT: \_\_\_\_\_

IS PROPERTY ON *HINGHAM'S COMPREHENSIVE COMMUNITY INVENTORY*? : YES NO

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**Project Description:**

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**Benefit to the Public:**

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# APPLICATION

## HINGHAM GREENBUSH HISTORIC PRESERVATION TRUST GRANT

**Potential for loss or destruction of property prevented by grant:**

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**Other sources of public or private funding available or secured for this project:**

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**Amount of Funding Requested:** -----

**Provide any additional information you would like the Commission to consider:**

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**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Return completed form and required documents to:

Hingham Historical Commission  
c/o: Andrea Young  
210 Central Street, Hingham, MA 02043