



## EUGENE D. FUNK, JR. HISTORIC PRESERVATION GRANT PROGRAM

### BACKGROUND

The City of Bloomington recognizes that certain areas, places, buildings and structures have special historic, community, or aesthetic value, which help to create a sense of time and place unique to the City, and whose preservation and continued utilization are necessary and desirable for the enjoyment and beauty of the City. As such, the City has committed to providing special conditions, regulations, and other measures reasonable and appropriate for the preservation, protection, enhancement, and use of such places, by allowing public participation in the preservation of these privately-owned special places. The City also recognizes that proper preservation and restoration of historic properties can cost more than maintenance would on a modern property, due to the specialized materials and knowledge required to ensure an appropriate standard of care for these remarkable properties.

This grant program was created in 1995 to direct attention and dollars to the restoration and rehabilitation of exterior architectural features of historic properties, and to add an element of fairness to the community standards expected of those who own them. Money is allocated from the General Fund each fiscal year and these grants are provided to the owners of the historic properties as financial assistance for the preservation, restoration, or rehabilitation of such properties.

This grant program is named after Mr. Eugene D. Funk, Jr., former president of the Funk Seeds Company and a prominent community leader, in recognition of his many contributions to the community. As a leader, Mr. Funk provided a climate of challenge, dedication, and desire throughout his life, including as a member of the McLean County Historical Society. His love and respect for the past, and enthusiasm for the future, make him a fitting namesake for this grant program which helps to fund projects that build Community pride in these very special places.

The grant program is administered by the Bloomington Historic Preservation Commission (HPC).

### TYPE OF ASSISTANCE

The program provides funding for up to 50% of the total cost of eligible exterior projects, with a maximum grant amount of \$7,500 per project. All projects must receive a Certificate of Appropriateness, or equivalent review by the HPC, prior to funding.

Any one applicant may receive only one grant per fiscal year, per property, except for major restoration projects which may be considered for two, or for one award in the equivalent amount of two. *The City's Fiscal Year is May 1 - April 30.*

## CRITERIA USED FOR GRANT APPROVAL

- Properties must be locally designated and zoned S-4 (Historic Preservation District) Overlay, either as an individual landmark or part of a Historic District, to be eligible for funding under this program.
- Project expenses eligible for grant program funds include:
  1. Professional architectural or inspection services,
  2. Materials, and
  3. Skilled labor.
- Grant requests for projects which have not followed appropriate protocol by first obtaining a Certificate of Appropriateness from the Bloomington Historic Preservation Commission are not eligible for a grant award.
- Grant requests for projects completed prior to the submission of a grant application will not be considered by the Bloomington Historic Preservation Commission for funding. Certificate of Appropriateness and Funk Grant applications must occur in same fiscal year.

## ELIGIBLE IMPROVEMENTS

- No interior work is eligible for the grant.
- The project for which the funding assistance is being requested must be an exterior preservation, restoration or rehabilitation project to:
  1. The original structure,
  2. Historically significant features of the property such as original fencing,
  3. Architecturally compatible additions to the original structure, or
  4. A historically significant or architecturally compatible auxiliary building to the primary structure such as carriage house.
- **Roofing and Gutter Projects** are eligible for consideration if:
  1. The project is a repair or replacement using historically accurate roofing materials such as slate or tile.
  2. The project is a restoration or repair of historic, architectural features such as box or yankee gutters.
  3. The project is a repair or replacement using modern materials which mimic historic materials in appearance and increase durability and useful life.
- **Exterior painting and/or staining projects** are eligible for a maximum of one grant per every 10-year period regardless of how much the structure is to be painted or stained. (Note: painting, staining and related tasks will be considered as a single project per property.)
- **Preservation Maintenance Plans (Plans)** are eligible for funding at 100%, up to \$500, once every 5 years.
  1. Funding for Plans shall be available in addition to the standard funding for exterior improvements for the subject funding year.
  2. Plans shall be submitted to the Commission for review and may require presentation at a Commission meeting as a condition of receiving funding.

3. Each Plan shall include assessment and discussion the following:
  - A. The condition of key systems of the historic structure, including the building envelope (walls, exterior coatings, windows, doors), roofing, drainage, and foundation;
  - B. Readily apparent needs for maintenance, repair, and replacement, in the immediate, short-term, and long-term, with a timeline recommended for such; and
  - C. Any other specific evaluations as set forth in the City's Preservation Maintenance Plan Review Guidelines.
4. Plans will be funded on a reimbursement basis, just as all other awards. Contractors shall be selected and paid by the Applicant and will be accepted as appropriate as long as they meet the criteria for a Qualified Professional set forth in the City's Preservation Maintenance Plan Review Guidelines.
5. Additional Plan drafting or Plan updating may be funded under normal project approval guidelines in subsequent/intervening years.

### **INELIGIBLE IMPROVEMENTS**

Funding assistance is not available to exterior projects on:

- Significant additions to the original structure which are not architecturally compatible with the original structure.
- Non-historically significant auxiliary buildings.
- Non-historically significant features of the property such as fences, driveways and sidewalks.
- Landscaping, unless such landscaping is a Designated feature of the subject property.
- Repairs that are ordinary in nature, and do not require historically accurate materials such as an asphalt roof replacement, driveway, or sidewalk replacement are not eligible for grant awards.
- Project expenses generally **not** eligible for grant program funds include:
  1. "Sweat equity" labor provided by the applicant, the owner, or any other non-skilled laborer cannot be charged against the grant.
  2. Labor expenses below prevailing wages for the type of work performed, except for owner- occupied single-family residences and owner-occupied multi-family residences.

*NOTE: Projects not eligible for grant awards are not necessarily exempt from Certificate of Appropriateness (CoA) requirements and processes. See § 44-1710A of the City Code for which actions affecting exterior architectural features require a CoA before being undertaken.*

### **APPLICATION PROCESS AND ADMINISTRATIVE PROCEDURES**

The grant application must be filed using the form provided by the Department of Economic & Community Development.

1. Grant applications must be received by the City Planner prior to the submission deadline, approximately four weeks before the regular meeting of a Historic Preservation Commission. Applications received after the deadline will be added to the subsequent month's agenda.

If a Certificate of Appropriateness has already been approved by the Historic Preservation

Commission for the project that is the subject of the grant request, please attach a copy of such Certificate to the application. Include photos and pertinent information for projects already complete or in progress.

2. The Bloomington Historic Preservation Commission will attempt to deliver a decision on grant requests during the regular meeting. However, the Commission may request additional information from the applicant or delay final action on the grant request for other reasons.
3. Prior to the release of funds the applicant shall demonstrate that a project(s) or phase of work for which the grant was awarded is substantially complete, and has met the standard of care for the trades needed to execute the project, along with any conditions specified by the Commission. Copies of all bills, receipts, and canceled checks associated with the project should be submitted to the City Planner for reimbursement. Pictures providing evidence that the standard of care has been met should be provided, when applicable. The Bloomington Historic Preservation Commission reserves the right to have a project evaluated to determine if the standard of care has been adequately met and may withhold funds in the event they have not. The project may also require final approval from a City Inspector or City Planner before funds will be released.
4. The Bloomington Historic Preservation will give priority to projects that:
  - A. Involve the preservation, restoration or historic rehabilitation of vacant and/or neglected properties of historic and/or architectural significance in an S-4 Historic and Cultural District;
  - B. Involve sites that have a high degree of visibility from the public right-of-way;
  - C. Demonstrate a large financial commitment on the part of the applicant;
  - D. Involve the employment of a professional Architect.
5. Priority is given first to Preservation projects, then Restoration, then Maintenance projects.
6. The Bloomington Historic Preservation Commission reserves that right to deny any grant application or to provide only partial funding of a grant application.
7. Recipients of any historic preservation program funds must agree to observe all applicable federal, state, and local laws pertaining to the use of grant funds, including the Illinois Prevailing Wage Act, and all subject definitions, restrictions, and exemptions.
8. The restoration or historic rehabilitation project must be completed within one year from the date of the Bloomington Historic Preservation Commission meeting that the grant is awarded, or the grant will automatically be revoked. The Preservation Commission reserves the right to allow a reasonable extension of this time limit upon receiving a written request from the applicant to do so.

## DEFINITIONS

**Maintenance** - Housekeeping and routine and cyclic work scheduled to mitigate wear and deterioration without altering the appearance of the resource, repair or replacement-in-kind of broken or worn- out elements, parts, or surfaces so as to keep the existing appearance and function of the site of structure.

**Major Restoration** - Any project with a total cost of at least 45% of the current Equalized Assessed Value (EAV), as determined by the City of Bloomington Township Assessor.

**Preservation** - The act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to

protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.

**Preservation Maintenance Plan** - A Plan, formally researched and prepared by a qualified professional, for the property owner or manager of a Historic Property, that assesses and discusses the condition of key systems of the historic structure, needs for maintenance, repair, and replacement, and may identify best practices or provide recommendations to improve the lifespan or duration of use for features, materials, or function of the subject property.

**Restoration** - The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

## CORRESPONDENCE

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## CITY OF BLOOMINGTON



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Greg Koos, HPC Chair



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