



POTOMAC RIVER BOATHOUSE FOUNDATION, INC. GRANT APPLICATION

The mission of the Potomac River Boathouse Foundation (PRBF) is to preserve for the benefit of the public the Potomac Boat Club historic boat house in accordance with the *Secretary of the Interior's Guidelines for Treatment of Historic Properties*. The boat house is a listed building in the District of Columbia Inventory of Historic Sites and the National Register of Historic Places. The PRBF also supports efforts to preserve, beautify and maintain the scenic Potomac River shoreline and the historic Georgetown waterfront. Submit your proposal to: PRBF Grant Review Committee at P.O. Box 32228, 2336 Wisconsin Avenue NW, Washington, DC 20007.

1. Applicant Information:

Organization Name: _____
Organization Address: _____
Telephone / Email: _____
Application Date: _____

2. Applicant Contacts: Provide names, titles, and contact information (telephone and email) for the

Organization Representative: _____
Grant Project Director: _____
Any other key personnel involved _____
with the application or project:

3. Project Description: Describe the scope for the proposed project that the grant funding will assist. If the project involves construction on a historic structure, please describe the work in compliance with item 4. Attach additional pages or supporting documents, if needed. (Max. 350 words)

4. Historic Significance: If applicable, please affirm that the work will comply with the Secretary of the Interior's Standards for Rehabilitation (codified at 36 CFR 67).

Yes No

5. Project Compatibility with PRBF Mission: Describe how this work will help preserve the Potomac Boat Club historic boat house or support efforts to preserve, beautify and maintain the scenic Potomac River shoreline and the historic Georgetown waterfront. (Max. 350 words)

6. Readiness and Urgency: Describe the work done to date, steps still needed to begin construction, overall timeframe to accomplish the project, and urgency/risk if the project is not completed. (Max. 350 words)



7. Compliance: List any required District of Columbia or federal permits/approvals needed for the project and explain their purpose and status. (e.g., DC Dept of Buildings, DC HPO, DC DOT, NPS, US Army Corps)

8. Project Budget (a spreadsheet can be attached if desired): Provide an overview of the project’s expenses that have or will be incurred, such as for materials, design and engineering, contractors, permits. Include unit cost and number if appropriate. Indicate how these costs will be covered by applicant funds, PRBF funds, or both. If there is third-party funding being provided for the project, please detail it. Note if the applicant or third-party funds are not secured. Supporting documentation, such as estimates from Contractors, may be attached.

Expense Description	Expense Cost	Applicant Share	PRBF Share	Other Funding Share	Total
Totals					

9. Attachments: Please attach the following documents:

- Project Director’s qualifications
- Consultant/Contractor commitment letter(s) and/or executed contract
- Consultant/Contractor qualifications
- Plans for project, such as conceptual designs, site development plan, building plans, permit documents, professionally stamped and sealed drawings
- Situational: first time applicants must include organizational information as listed in Attachment A

10. Certification

I acknowledge and certify to the best of my knowledge that, if a grant is awarded pursuant to this proposal, (1) grant funds will not be used for any purposes other than those for which the grant was made, (2) my organization will submit monthly (if applicable) written reports to the PBRF regarding project activities and costs incurred, (3) my organization will provide a final written report documenting the work of the project and results, and accounting for how grant funds were used, (4) grant funds will not be used for any unlawful purposes, and (5) the Potomac River Boathouse Foundation, Inc. has the authority to withhold or recover grant funds if such funds are misused.

Name & Title: _____ Date: _____



Attachment A: First-time PBRF Applicant Information:

EIN

Certificate of Incorporation and Bylaws

Verification of tax-exempt status (IRS determination letter), if applicable

List of organization Officers and Board of Directors

Organization operating budget

Latest financial statement, including funding sources (audited preferred)

Current Annual Report (if available)