



# Guidelines for The Bisbee Foundation Historic Preservation Grant

The Bisbee Foundation  
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The focus of this grant is to restore or preserve historic buildings or sites in Greater Bisbee. Documentation of the historic significance is required.

## ELIGIBILITY -- AN ORGANIZATION MUST HAVE:

1. Status as a **non-profit corporation** in the State of Arizona and **tax-exempt status** from the Internal Revenue Service with at least a **two-year programming history**. If an organization does not have non-profit status it may use a fiscal receiver (umbrella sponsorship) contingent on:
  - a. approval of the governing board of the umbrella organization
  - b. a written contract executed between the applicant and the umbrella organization
  - c. umbrella organization being fully responsible for all financial commitments related to the application
2. Non-discriminatory employment and personnel practices.
3. Grants may also be made to private for-profit companies if matched 1:1 with private or public funds only.
4. The ability upon request to provide the following documents for the organization:
  - a. IRS Non-Profit status letter if applicable
  - b. Articles of Incorporation
  - c. Bylaws
  - d. Current list of board members and staff
  - e. Current fiscal year budget
  - f. Proof of authentication as an historic property

## REQUIREMENTS:

1. Application must be accompanied by evidence that the project will be fully funded if the grant is awarded.
2. Application must include evidence that the amount requested has been the result of a minimum of two bids, or estimates from a registered architect.
3. If the restored property is sold within 3 years after receiving an Historic Preservation Grant from The Bisbee Foundation, the organization which received the grant must return the full grant amount to The Bisbee Foundation, plus 4% per annum interest.
4. Award recipients must file a completion report on all grants received, including a reconciled project budget, in order to qualify for further grants. Reports will be reviewed by the Board of Directors of The Bisbee Foundation for evidence of fulfillment of all requirements before final approval of the report is given.
5. If the project is a cooperative activity between two or more organizations, the proposal must include letters from the authorized representative of the agencies along with copies of any agreements or letters of understanding between them.

## RESTRICTIONS:

The following **DO NOT QUALIFY** for Historic Preservation Grant funding:

1. Organizations receiving more than 50% of their annual budget from a public tax-supported source
2. Divisions or departments of government, including colleges, universities, school districts

## HISTORIC PRESERVATION GRANTS ARE NOT AWARDED FOR THE FOLLOWING:

1. Travel outside Arizona
2. Debt retirement
3. Tuition or refreshment costs
4. Salaries beyond the duration of the project
5. The establishment or augmentation of endowment funds
6. Interior restoration of religious structures