

Asheville Buncombe Historic Preservation Program

*FY 2017 Buncombe County Community
Funding*

Historic Resources Commission of Asheville and Buncombe County

Ms. Stacy A. Merten
PO Box 7148
70 Court Plaza
Asheville, North Carolina 28802

smerten@ashevillenc.gov
O: 828-259-5836
M: 828-777-0352
F: 828-350-0038

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Application Form

Project Name*

Name of Project

Asheville Buncombe Historic Preservation Program

Amount Requested*

Amount Requested

\$5,000.00

Service Area*

Which Commissioner Districts are served by this program?

Access a map of Buncombe County Commissioner districts [here](#).

- District 1
- District 2
- District 3

Which county sustainability goal aligns best with the goals of this project?*

Based on the Buncombe County Sustainability Plan, select a Category, Goal & Objective that align with the focus of the project and the specific results that will be achieved.

Access the Buncombe County Sustainability Plan [here](#).

Environment > Partnerships for Conservation/Preservation/Restoration of Natural Resources > Encourage sustainable land use

If applicable, select a second sustainability goal that aligns with project goals.

Result 2 is optional - Select if project aligns with more than one Sustainability Category, Goal & Objective.

Economy > Sustainable Localized Economy > Support small business development

If applicable, select a third sustainability goal that aligns with project goals.

Result 3 is optional - Select if project aligns with more than one Sustainability Category, Goal & Objective.

Community > Affordable, Green, and Liveable Housing > Expand housing rehabilitation and repair programs

Project Description

Project Description*

Description of Project

The Historic Resources Commission (HRC) is a joint City/County appointed Commission with 6 members appointed by each governing body. The program's mission is to protect the cultural landscapes and architectural resources of Asheville and Buncombe County. The HRC is charged with the identification, evaluation and protection of historically significant sites and recommends sites for inclusion on the National Register of Historic Places. In order to retain the architectural integrity of local resources, the HRC is also charged with design review of new construction and alteration to all locally designated historic property. The HRC and its staff are a community resource and routinely provide information on the designation process, rehabilitation tax credits, federal guidelines and best practices in historic preservation, as they relate to economic development, sustainability and placemaking.

How many people will this project serve?*

State the number of individuals or households in Buncombe County that will be served by this project. Also state the number of people that will experience the desired result. For example, if dropout prevention services are being delivered to 100 students, how many will successfully graduate from high school?

As a public agency, all citizens have access to our services.

Describe the people this project will serve.*

Characterize the demographics of the project's target population in terms such as age, gender, income, race, ethnicity, geographic area, etc. Include information about method of referral/recruitment of the target population.

Our customers are primarily historic property owners or potential owners.

What key steps will you take to achieve the results of this project?*

Describe the core elements of your implementation plan, including milestones that will take place within the funding timeframe.

We are an agency that has been existence since 1979, with a well established and respected program statewide. We will continue to carry out the program as established through state and local legislation. Additionally the HRC continues to implement the ambitious goals and strategies that are outlined in the recently adopted Master Plan as staff time permits.

Describe the evidence of success that backs this project's approach.*

What evidence of success (i.e. evidence-based research, practice model, accreditation, industry standards, and/or other framework) are you using as a basis for your project design?

We are a certified local government under the federal Historic Preservation Act and as such we report annually to the NC State Historic Preservation Office, to maintain our status. We follow all proper procedures for quasi-judicial hearings and other guidelines as specified in local enabling legislation. We appoint qualified commissioners and keep up with training requirements. We maintain a system for survey of historic properties and we allow for a public process in the designation of historic properties as required by law to maintain our certification and funding opportunities.

Describe your data collection, tracking, and reporting procedures.*

Explain your methods for documenting project, service and client information. Include a description of any software or other tools utilized.

We utilize Acela to review and issue Certificates of Appropriateness and maintain an Excel spreadsheet to document the projects that we review.

Explain your technological resources and capacity.*

Explain your current technological strengths and barriers and how this impacts your ability to track data and report outcomes. Who is responsible for adaptation and use of technology within your organization?

As a City agency we have access to a full compliment of IT services as needed.

Organizational Profile

How does the proposed project support your mission and strategic plan?*

State your mission and the date of your most recent strategic plan, and explain how the proposed project helps advance your organizational goals.

The program's mission is to protect the cultural landscapes and architectural resources of Asheville and Buncombe County. The HRC is charged with the identification, evaluation and protection of historically significant sites and recommends sites for inclusion on the National Register of Historic Places. In order to retain the architectural integrity of local resources, the HRC is also charged with design review of new construction and alteration to all locally designated historic property. The HRC and its staff are a community resource and routinely provide information on the designation process, rehabilitation tax credits, federal guidelines and best practices in historic preservation, as they relate to economic development, sustainability and placemaking. We adopted a Strategic Plan in September 2015, and are working with the County on a dedicated funding stream to avoid the community funding process for operation of the program.

What expertise/accomplishments do you have that are relevant to the proposed project?*

List your organization's strengths as well as accomplishments from the past 3 years that position the organization to be successful with the proposed project.

In addition to the routine customer service and design review duties, the HRC has a part time staff director and full time program administrator who is responsible for all daily operations. In the past three years the staff has secured funding for and managed a community planning process, published a book

highlighting the history of a local community, adopted new design guidelines for a local community and obtained funding and managed a project for work on the Smith McDowell house roof repairs. Other major project involvement included supervising work on an award winning bridge rebuild, and renovations to Asheville City Hall. Staff has also given talks on the history of the Grove Arcade, and Biltmore Village. The HRC Director was the recipient of the Foster Sondley Award in 2015, in recognition of a lifetime achievement in historic preservation.

Describe partners that are critical to the success of your organization.*

List any external partners, intermediaries or advisors important to your success, and describe their role and evidence of their commitment. Describe successful collaborations with these people or groups.

Our primary partner is the North Carolina Historic Preservation Office. We partner occasionally with the Preservation Society of Asheville and Buncombe County, Preservation North Carolina and the Western North Carolina Historical Association at the Smith McDowell House. We recently delivered an educational program on the importance of the cultural landscape history of Biltmore Village in partnership with WNCHA and the Biltmore Village Merchants Association.

Financial Information

Nonprofit financial assurance requirements:

Financial statements, prepared using a recognizable basis of accounting (i.e., modified accrual) and IRS Form 990s must be submitted to Buncombe County annually.

- Organizations with annual revenues of \$300,000 or greater must submit financial statements audited in accordance with generally accepted auditing standards.
- Those with revenues between \$100,000 and \$300,000 must submit financial statements reviewed in accordance with SSARS 19.
- Those with revenues of less than \$100,000 must submit non-disclosure financial statements compiled in accordance with SSARS 19.

All financial statements must be reported on by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

These requirements are considered minimum requirements. Organizations may submit a higher level of assurance than is required.

IRS Form 990 - Upload Here

Click Choose File to upload a copy of the 990 form you most recently completed.

If your organization does not have a 990, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

The HRC is established pursuant to Ordinance #16440 and does not operate as a non-profit organization.

Financial Statements - Upload here

Click Choose File to upload a copy of the most recently completed financial statements (audit, compilation or review).

If your organization does not have financial statements, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

The City's CAFR will be available in January 2016.

Complete Budget Worksheet - Upload Here*

Download the budget form [Here](#).

Complete the budget form for this project/program and the overall agency. Save it to your computer, then upload it by clicking Choose File.

FY17County Funding spreadsheet.xlsx

Budget Narrative*

Describe all differences between current year and proposed year. List all pending funding sources with expected date of notification. Please detail any other information that may help clarify the budget.

No differences.

What (if any) portion of requested funds will be used to support capital expenses?*

Capital projects are defined as those used to acquire or upgrade physical assets such as property, buildings, or equipment. Please detail.

None.

Employee Wages

Please provide information about the wage breakdowns of your employees. Living wage for Buncombe County has been identified as \$11.00 per hour for employees with employer-provided health insurance and \$12.50 per hour for employees without.

Employees with employer-provided health insurance*

List the number of employees in your organization with employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$10.99 per hour

\$11.00 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

1 employee at 20.00 -24.99 per hour.

1 employee at 30.00-34.99 per hour.

Employees without employer-provided health insurance*

List the number of employees in your organization without employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$12.49 per hour

\$12.50 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

None.