INFORMATION AND INSTRUCTIONS FOR SECTARIAN PROJECTS

New York State Office of Parks, Recreation and Historic Preservation (OPRHP)
Historic Preservation and Heritage Area Environmental Protection Fund (EPF) Grants
and Sectarian Properties

The New York State Office of Parks, Recreation and Historic Preservation in consultation with
the New York State Attorney General adopted the following guidelines under which its state-
 funded EPF grants for restoration of historic properties may be made for sectarian properties
without violating the New York State Constitution.

The following conditions apply:

Premise 1: Sectarian property owners have a responsibility to maintain their
properties for the health and safety of the public. In doing so, they
will incur certain costs for basic maintenance.

Premise 2: It is the public policy of the State of New York (State) to encourage
preservation and restoration of significant properties. The Environmental
Protection Fund matching grant program is a tool for supporting
preservation through its historic preservation and heritage area program
categories.

Premise 3: It is appropriate for the State to pay for the costs of true restoration
over and above the amount a sectarian organization normally would
spend on basic repair.

Therefore, for sectarian projects (defined as properties used for worship or owned by
sectarian organizations such as rectories, convents, cemeteries, schules, residences,
schools), the State can pay for the lesser of these two:

1. Up to 50% of the total eligible true restoration project cost (up to 75% if a project
   is located in an impoverished area as defined by the most recent census data as
   having a poverty rate of at least 10 percent),

   OR

2. The difference between the cost of basic repairs and true restoration

RESTORATION as defined in The Secretary of the Interior’s Standards for the
Treatment of Historic Properties means “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.”

As applied to sectarian properties it also means that work intended for the primary benefit of
the worshippers which is not restoring something historic (for example adding a new elevator
or ramp for persons with disabilities) is not an eligible expense and cannot be reimbursed
with State historic preservation grant monies.

Therefore, for example, the State can pay to repair a historic slate roof, to replace it with a
new historic slate roof (if wholesale replacement is warranted), but cannot pay for roof
repairs using non-historic/original materials or pay for a complete replacement using non-historic/original materials.

To support a defensible grant for sectarian projects, in the grant application the project sponsor shall develop a parallel budget for all work items. This budget shall include two components: a narrative description of the basic work and true restoration, and a budget figure for each. The budget figures shall be supported by the narrative, and the narrative shall contain enough detail to explain the difference in scope of work and choice of materials to justify the cost difference.

**How to Structure/Present a Sectarian Project:**

<table>
<thead>
<tr>
<th>Basic</th>
<th>Restoration</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MASONRY</strong></td>
<td></td>
</tr>
<tr>
<td>• Deteriorated mortar will be cut out with a saw and masonry joints will be filled with an off-the shelf redi-mix mortar</td>
<td>$15,000</td>
</tr>
<tr>
<td>• Perform mortar analysis to formulate an historically appropriate mortar mix. Remove deteriorated mortar with hand tools and/or small pneumatic chisels. Repoint joints using approved mortar mix in 3/8” lifts, letting mortar set to leather hard before applying subsequent layers of mortar. Strike final mortar layer to match historic profile of mortar joints</td>
<td>$60,000</td>
</tr>
<tr>
<td><strong>ROOF</strong></td>
<td></td>
</tr>
<tr>
<td>• Remove deteriorated slate roof. Install 3-tab asphalt shingle roofing using “slate blend”, install factory-finish aluminum flashing, K-gutter and downspouts</td>
<td>$37,000</td>
</tr>
<tr>
<td>• Remove deteriorated slate roof. Install new slate to match pattern and color of existing (unfading green and unfading red). Install lead-coated copper flashing, half-round gutters and 5” dia. Downspouts</td>
<td>$98,400</td>
</tr>
<tr>
<td><strong>WOOD WINDOWS</strong></td>
<td></td>
</tr>
<tr>
<td>• Six existing double-hung wood windows are painted shut and do not open. They will be left this way and not made operable</td>
<td>$0</td>
</tr>
<tr>
<td>• Restore operation of six wood windows by stripping paint from sash and window jambs, removing dried glazing putty and applying new putty, priming and painting sash and frame, replacing broken sash cords and applying graphite lubricant to sash pulleys.</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

*Construction Total:*

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<td>$52,000</td>
<td>$168,400</td>
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In this example the following costs are required by the historic preservation grant program so they shall be included in the true restoration budget:
Professional Design Consultant $ 0 $10,000
Grant Administration $ 0 $ 4,100
Project Sign $ 0 $ 250
Final report/photography $ 0 $ 550

TOTAL BASIC REPAIR PROJECT $52,000
TOTAL RESTORATION PROJECT $183,300

How to Calculate the Maximum Grant Request Allowed:

50% TOTAL RESTORATION COSTS $ 91,650
DIFFERENCE BETWEEN BASIC AND RESTORATION BUDGETS $131,300
MAXIMUM GRANT (lesser of the two calculations) $ 91,650

OR (for projects located in an impoverished area as defined above)

75% TOTAL RESTORATION COSTS $137,475
DIFFERENCE BETWEEN BASIC AND RESTORATION BUDGETS $131,300
MAXIMUM GRANT (lesser of the two calculations) $131,300