

From: **Nugent - HC, Breanne** <breanne.nugent@state.co.us>

Date: Thu, Aug 1, 2019 at 8:01 AM

Subject: Congratulations! State Historical Fund Award

To: <wjlord17@comcast.net>

Dear Mr. Lord:

Congratulations, your recent application to the History Colorado State Historical Fund (SHF) has been approved. You have been awarded **\$80,962.00** for the Window Restoration of the First National Bank of Douglas County-Masonic Building-Douglas Lodge No. 153 A.F. & A.M. and your project number is **2020-01-035**. Please use this number in the subject line of all email communications.

Before your project starts, a Grant Award must be executed between Ancient Free and Accepted Masons of Colorado dba Douglas Masonic Lodge #153 A.F. & A.M. and the State of Colorado. Please read this email for the instructions. Additional instructions can be found in the Grant Manual page 7.

The following attachments are the first steps to an executed Grant Award:

1. **Grant Manual.** This manual will answer many questions you have about managing your grant with us.
2. **Acknowledgement of Award Conditions.** Have an authorized signatory print, fill out, initial (no checkmarks or Xs please), sign and date, and (if applicable) have the property owner sign and date.
3. A sample **Grant Award**. This example will show your organization what the new award document looks like and includes. Please review this with organizational members prior to signing the Acknowledgement of Award Conditions letter.
4. **Exhibit E.** This exhibit indicates the acceptance of the required property protections. ***Print two copies of page 3, signature page, only*** and have an authorized signer for the property owner sign and date. Both copies of this exhibit must be mailed in **hard copy with wet signatures**, but you can email a scanned copy to start the process.
 - Covenants require signature notarization.
5. **Direct Deposit Authorization Form.** Receive grant payments faster and safer via Electronic Funds Transfer payments. Complete this form and once set up, it can be used for all payments from the State.

6. **State of Colorado Substitute W9.** Complete the attached W9 version. It is the only version the State accepts, and your Grant Award cannot be executed without this form.

All completed forms may be individually scanned, attached as PDFs and **emailed back as a reply**. Please attach each document as a separate file. If you have questions about the Grant Award process, you may reply to this email or call directly to reach your Contracts Specialist Breanne Nugent, (303) 866-2961.

Each SHF Project is assigned to two staff members; a Contracts Specialist and a Historic Preservation Specialist. Gheda Gayou will be working with you on the technical preservation aspects of your project. Please do not hesitate to contact them with any questions or concerns at (303) 866-2835 or Ghed.Gayou@state.co.us.

The reviewer comments specific to your application from the four individual grant reviewers, the SHF Advisory Council, the Archaeology and Historic Preservation Committee, and the History Colorado Board of Directors are available. This information is very helpful when writing future applications. Please contact one of our Outreach Specialists if you'd like to request and/or discuss your reviews:

Megan Eflin - 303-866-2887 or megan.eflin@state.co.us

Sara Doll - 303-866-3043 or sara.doll@state.co.us

Congratulations on receiving this State Historical Fund award. We look forward to getting your grant award executed and your project on its way to a successful completion. Please contact the SHF staff members assigned to your project with any questions or concerns.

Sincerely,

Breanne Nugent, MPA

Deputy Contracts Officer

Education Specialist

Contracts Specialist II (Northwest Region & All Archaeology)

State Historical Fund | 1200 Broadway | Denver, CO 80203

t: 303.866.2961 | c: 720.646.0608

Work Hours: M-F 7:30a-4p

**Douglas Masonic Lodge #153 A.F. & A.M.
Window Restoration
Project #2020-01-035**

Exhibit B

BUDGET

TASK	AMOUNT
A. Window Restoration	\$37,056
B. Restoration of Stained Finishes at Doors/Windows	\$16,350
C. Electrical Upgrade	\$10,150
D. Architecture & Engineering Fees	\$15,713
E. Overhead and Profit	\$6,356
F. General Conditions	\$9,533
G. Bonding	\$2,542
H. Permits	\$1,250
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PROJECT SUBTOTAL	\$98,950
<i>Contingency†</i>	<i>\$9,000</i>
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PROJECT TOTAL	\$107,950
Grant Award (75.00%)	\$80,962
Cash Match (25.00%)	\$26,988

Grant payments will be based off **Project Subtotal** amount. Total payments will be Grant Award percentage of **Project Subtotal** up to a maximum of the Grant Award Amount should contingency be requested and approved.

† Contingency - Must receive written approval from SHF Staff prior to use.

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