

Gail Parvin Hammerquist Fund City-Wide Program Capital Project Grants Application Form

Applicant Information:

Owner Information	Company Name:	Contact Person:
	Mailing Address:	Daytime Phone Number:
	Email Address:	Alternate Phone Number:
Applicant Information (if different from owner)	Company Name:	Contact Person:
	Address:	Daytime Phone Number:
	Email Address:	Alternate Phone Number:

Project Information:

Historical Resource Location	Property Address:	Resource Name:		
Brief Project Description	Brief Project Summary (include Character-Defining Elements that are proposed to be altered):			
	Project Start Date:	Project Completion Date:	Total Estimated Project Costs:	Requested Grant Amount:

Other Funding Sources:

Organization:	Amount Requested:	Amount Confirmed:

Owner or Applicant Signature

Printed Date

Detailed Written Description:

On separate sheets, provide a written detailed description of the planned project that includes:

- The scope of work for the project;
- The extent to which the project will conserve listed elements of a historical resource;
- The extent to which the project will prevent damage to, or will restore, the integrity of the building envelope or the structural integrity of the historical resource;
- The extent to which, and urgency with which, the historical resource requires the restoration work being proposed; and
- A project schedule including phasing as necessary and milestone dates.

Submission Requirements and Checklist:

- | | |
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| <ul style="list-style-type: none"> <input type="checkbox"/> Completed Application Form <input type="checkbox"/> Proof of Ownership <input type="checkbox"/> Authorization Letter from the Property Owner if an Applicant is Applying on their Behalf <input type="checkbox"/> Detailed Project Description <input type="checkbox"/> Project drawings and specifications including a site plan, building plans, elevations, sections, and renderings that illustrate the project. Other Information such as shop drawings and detailed contractor work plans may be required. | <ul style="list-style-type: none"> <input type="checkbox"/> Photographs of the Resource <input type="checkbox"/> Letters or studies with respect to the project prepared by a professional architect or engineer registered to practice in Manitoba <input type="checkbox"/> Cost estimates supported by a minimum of 2 quotes <input type="checkbox"/> Design professional(s) CV including examples of similar work <input type="checkbox"/> Letters of commitment from other project funding sources <input type="checkbox"/> A combined digital PDF file with all of the submission requirements |
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Submission Information:

Completed applications may be submitted in the following ways:

- By email or file transfer to PPD-heritage@winnipeg.ca
- By mail or in-person drop off to:

Gail Parvin Hammerquist Fund City-Wide Program
Heritage Conservation Services
Urban Planning & Design Division
Planning, Property and Development Department
15-30 Fort Street, Winnipeg, MB R3C 4X5

Your submission must include a combined PDF file with all of the submission requirements.

- If you are submitting your application by email, the file size must be no greater than 5MB.
- If you are submitting your application by mail or drop-off, the paper size must be no greater than 11" x 17".