

CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT

THIS AGREEMENT is entered into between Canyon County, a political subdivision of the state of Idaho, herein "COUNTY" and the Caldwell Historical Society, an Idaho non-profit corporation, herein "NONPROFIT."

WHEREAS, Idaho Code § 31-864 grants the boards of county commissioners in their respective counties authority to levy not more than twelve one-thousandths percent (.012%) on each dollar of market value for assessment purposes of taxable property within the County for the support of county historic societies and historic preservation projects; and

NOW THEREFORE, based on the Recital above, COUNTY and NONPROFIT agree to the following terms:

1. BACKGROUND AND AUTHORITY

This Agreement is entered pursuant to authority granted exclusively by Idaho Code § 31-864.

2. APPLICATION INCORPORATED BY REFERENCE

NONPROFIT's application for COUNTY support is incorporated into this Agreement (and attached hereto as Attachment "A") by this reference and the representations made in the application are binding upon NONPROFIT. If NONPROFIT undertakes activities not represented in the application this Agreement may be terminated pursuant to the terms in section 11 below.

3. SCOPE OF ACTIVITIES

The allocation of support to NONPROFIT by COUNTY must be utilized to achieve and/or perform the identified list of activities set forth in NONPROFIT's application for assistance (Attachment "A"). By accepting the support, NONPROFIT agrees to perform all activities identified in its application. The activities in the application undertaken pursuant to this Agreement shall hereinafter be referred to as "PROJECT." The major components of the approved PROJECT include, but are not limited to, the following: Luby Park Pumphouse Restoration Project.

4. AWARD DISBURSEMENT

- (a) The NONPROFIT shall be solely responsible for all work performed and all expenses incurred under this Agreement.
- (b) COUNTY will make support award disbursement NONPROFIT for approved, eligible and necessary expenditures under this Agreement upon approval of NONPROFIT's request for disbursement by COUNTY.
- (c) The total amount Idaho Code § 31-864 support awarded to NONPROFIT will not exceed \$30,000.
- (d) A copy of the project budget is included as Attachment "A" to this Agreement and by this reference is made a part of this Agreement and is binding upon NONPROFIT.
- (e) If the actual total cost of completing the project is less than has been projected by NONPROFIT in the budget (Attachment "A"), COUNTY may, at its discretion, reduce the

**CANYON COUNTY HISTORIC PRESERVATION
SUPPORT AWARD AGREEMENT**

amount to be provided to NONPROFIT under this Agreement in proportion to the overall savings.

- (f) The COUNTY will not make Idaho Code § 31-864 support disbursements to NONPROFIT for any expenses not included in the approved budget or not clearly and accurately supported by NONPROFIT's records.
- (g) COUNTY reserves the right to withdraw a commitment for any support which remains unobligated after September 30, 2027.
- (h) Idaho Code § 31-864 levy is assessed and collected twice per year; therefore, the disbursement of the support award is contingent on availability of actual revenue collected. Support disbursements shall occur in accordance with a schedule set by the Canyon County Auditor and delays may result for failure to follow the Auditor's schedule or from the unavailability of funds.

5. REQUEST FOR SUPPORT DISBURSEMENT

Request for Idaho Code § 31-864 support disbursements pursuant to section 4 above shall be in the form of an invoice to COUNTY from NONPROFIT. The invoice shall indicate the expenditure made by NONPROFIT towards project, the date of the expenditure, and be supported by itemized receipts for the purchase or service provided to NONPROFIT. If no expenditures were made at the time of request, NONPROFIT shall support the request for disbursement with substantial documentation indicating how the support disbursement funds will be used. Required documentation will be determined by the COUNTY.

6. SECRETARY OF THE INTERIOR'S STANDARDS

NONPROFIT agrees to ensure that all work performed related to the PROJECT conforms to all applicable guidance from the COUNTY, direction provided by the State Historic Preservation Office, and to the Secretary of the Interior's Standards (Attachment "B")

7. REPORTING

NONPROFIT shall provide COUNTY and COUNTY's Historic Preservation Commission with progress and completion reports using the Progress Reporting Form attached as Exhibit "B." The progress reports shall include documents to support any expenditures made towards the PROJECT, if any were made. Reports are due by the dates identified in Exhibit "B."

8. IDAHO NONPROFIT STATUS

NONPROFIT represents that it is registered a nonprofit corporation with the state of Idaho and shall remain an active nonprofit corporation with a primary mission listed in Idaho Code § 31-864 for the pendency of this Agreement. NONPROFIT agrees that a failure to maintain its Idaho nonprofit status will result in termination of this Agreement pursuant to section 11 below.

9. EFFECTIVE DATE AND TIME OF PERFORMANCE

This Agreement becomes effective on October 1, 2026, and ends on September 30, 2027. No costs incurred by NONPROFIT prior to October 1, 2026, are eligible for use of the support award under this Agreement. No costs incurred by NONPROFIT after September 30, 2027 are eligible for support award under this Agreement.

10. DEADLINE EXTENSION

A one-time extension of this Agreement may be granted by COUNTY if request in writing by the NONPROFIT prior to September 1, 2027. To be eligible for this extension NONPROFIT must demonstrate to the satisfaction of COUNTY that the project is progressing at a rate that completion is achievable within the extension period. This extension may not exceed one-year from September 30, 2027. No further extension shall be granted.

11. NON-APPROPRIATIONS

COUNTY's obligations under this Agreement shall be contingent upon COUNTY appropriating the necessary funds for payment to NONPROFIT during the term of this Agreement. In the event that funds upon which this Agreement is dependent are not appropriated or are withdrawn, this Agreement is terminated and COUNTY incurs no further liability or penalty to NONPROFIT.

12. TERMINATION

If COUNTY determines that NONPROFIT has failed to satisfactorily carry out its responsibilities under this Agreement, COUNTY may revoke NONPROFIT's authority to draw against the awarded funds described in this Agreement until NONPROFIT remedies the deficiency. If NONPROFIT fails to remedy the deficiency within a reasonable time COUNTY may terminate this Agreement.

In the event NONPROFIT is unable to comply with the terms and the conditions of this Agreement, any costs incurred will be NONPROFIT's sole responsibility.

13. OWNERSHIP

It is expressly agreed that the COUNTY's sole involvement in the PROJECT is in support from the Idaho Code § 31-864 levy, that the COUNTY shall acquire no interest in the PROJECT, NONPROFIT's property or improvements to NONPROFIT's property covered by this Agreement, and that the COUNTY shall not bear any liability for NONPROFIT or PROJECT.

14. LIABILITY

The COUNTY shall assume no liability for the acts, omissions to act or negligence of NONPROFIT, its officers, agents, or employees; nor shall NONPROFIT exclude liability for its own acts, omissions to act, or negligence to the COUNTY. NONPROFIT hereby agrees to be responsible for any injury or property damage resulting from any activities conducted by NONPROFIT, its officers, agents, or employees.

15. INDEPENDENT OF COUNTY

The parties agree that NONPROFIT is in no way an employee or agent of COUNTY and is not entitled to workers compensation or any benefit of employment with COUNTY. COUNTY shall have no control over the performance of this Agreement by NONPROFIT or its employees. NONPROFIT agrees to pay and be responsible for all taxes due from the compensation received under this Agreement.

16. INDEMNIFICATION

NONPROFIT agrees to indemnify, defend, and hold harmless COUNTY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of NONPROFIT, NONPROFIT's officers, agents, or employees under this Agreement.

17. INSURANCE

NONPROFIT agrees to obtain and keep in force during its acts under this Agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect NONPROFIT, all NONPROFIT's employees, COUNTY, and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the NONPROFIT's acts. NONPROFIT shall provide proof of liability coverage as set forth above to COUNTY.

18. WORKER'S COMPENSATION

NONPROFIT shall maintain in full force and effect worker's compensation for NONPROFIT and any agents, employees, and staff that NONPROFIT may employ, and provide proof to COUNTY of such coverage or that such worker's compensation insurance is not required under the circumstances.

19. COMPLIANCE WITH LAWS

NONPROFIT agrees to comply with all federal, state, city, and local laws, rules and regulations. It is agreed that the NONPROFIT is responsible to obtain all necessary permits; follow applicable bidding laws; keep accurate records of expenses for audit purposes; construct all improvements according to mutually agreed upon construction standards and all applicable state, local, or federal codes and maintain improvements to be open and safe for public use, without regard to one's race, gender, national origin, religion, or disability.

20. GOVERNING LAW

This Agreement shall be construed in accordance with, and governed by, the laws of the State of Idaho. Any action brought pursuant to this Agreement shall be filed in the Third District Court, Canyon County, Idaho.

21. LEGISLATIVELY MANDATED CERTIFICATION CONCERNING BOYCOTT OF ISRAEL

NONPROFIT must select and initial at least one of the following certifications:

 Pursuant to Idaho Code § 67-2346, NONPROFIT certifies that it "is not currently engaged in, and will not for the duration of the contract engage in, a boycott of goods or services from Israel or territories under its control." The terms in this section defined in Idaho Code § 67-2346 shall have the meaning defined therein.

 NONPROFIT certifies that COUNTY's payments under the Agreement will not exceed One Hundred Thousand Dollars (\$100,000).

 NONPROFIT certifies that NONPROFIT does not employ more than nine persons.

22. LEGISLATIVELY MANDATED CERTIFICATION CONCERNING COMPANIES OWNED OR OPERATED BY THE GOVERNMENT OF CHINA

Pursuant to Idaho Code § 67-2359, NONPROFIT hereby certifies that it "is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China." The terms in this section defined in Idaho Code § 67-2359 shall have the meaning defined therein.

23. SEVERABILITY

Should any term, provision or paragraph of this Agreement be held in a court of law to be invalid, it is recognized by the parties herein that such determination shall not invalidate any of the remaining provisions of this Agreement.

24. ASSIGNMENT

Neither party may make any assignment of the rights, duties, or obligations of this Agreement to any other entity without the written consent of the other party.

25. MODIFICATION

This Agreement may be amended at any time by mutual agreement of the parties. Before any amendment is valid, it must first be reduced to writing and signed by both parties.

26. ENTIRE AGREEMENT

This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

DATED this 29th day of Oct., 2026.

BOARD OF CANYON COUNTY COMMISSIONERS

X Motion Carried Unanimously
____ Motion Carried/Split Vote Below
____ Motion Defeated/Split Vote Below



Commissioner Leslie Van Beek



Commissioner Brad Holton

Commissioner Zach Brooks

Yes	No	Did Not Vote
<u>✓</u>	_____	_____
<u>X</u>	_____	_____
_____	_____	_____

ATTEST: JESS URRESTI, CLERK

By: 

Deputy Clerk

NONPROFIT:

DATED this 11 day of Oct, 2026.

By: 

(Representative signature)

Treasurer
Its: _____
(Representative title)

CANYON COUNTY HISTORIC PRESERVATION
SUPPORT AWARD AGREEMENT

CANYON COUNTY HISTORIC PRESERVATION FUNDING APPLICATION



Applicant Information:

Applicant Organization: City ID Zip Code
 Organization's Address:
 Organization's Website:
 Organization's Email:
 Contact Name: Title:
 Contact Address: City: ID Zip Code
 Daytime Phone: Cell Phone: Email:

Project Information:

Project Name:
 Project Location Description:
 Project Address: City: ID Zip Code

Amount Requested: Match Amount Committed:

(Match not required)

Summarize the overall grant project in one sentence: (300 character limit)

Our intent is to restore/refurbish the more than 100-year-old pump house at Luby Park, starting with replacing the roof.

It is hereby mutually agreed and understood that if awarded, the use of these funds will be for the purposes stated in this document only and any award will be subject to the terms of the current Canyon County's Support Award Agreement, which shall be signed by the parties prior to the distribution of any funds.

Signature of Authorized Representative:
 Title:
 Date:
 Typed or Printed Name:

COUNTY HISTORIC PRESERVATION FUNDING APPLICATION

Attach additional sheets if necessary. Please also attach (1) letter of commitment for maintenance, (2) letters of commitment for grant matches, (3) any letters of support, (4) your IRS determination letter for 501(c)(3) status and (5) documentation that your organization is incorporated as an Idaho nonprofit corporation.

Please address all appropriate questions 1 through 10 and complete the proposed budget work sheet.

1. How does this project address a historic preservation issue in Canyon County? (1500 character limit)

Despite its importance to the development of the Rose Garden and its long history of community use, the pump house has seen little preservation attention over the past several decades. Weather exposure, deferred maintenance, and the natural aging of materials have left the structure vulnerable. Cracking masonry, deteriorated roof shingles, failing plaster, and rotted exterior elements now threaten the building's long-term stability. Without intervention, the historic integrity of the pump house—and its value to the community—will continue to decline. Restoring the pump house will complete the larger revitalization of the Rose Garden and create a unified, historically cohesive site. With improvements already made to the garden's landscaping, pathways, and public features, rehabilitating the pump house is the final step needed to bring the entire historic setting back to its intended form. Once restored, the building will not only stand as a preserved architectural asset but will also serve as a functional space for community gatherings, small events, and educational programming. Preserving the 1910 pump house ensures that future generations can learn from and appreciate Caldwell's early municipal history. As one of the few remaining examples of public infrastructure from this era—and one designed by noted architect Thomas H. Soule—the building provides a tangible reminder of Caldwell's growth, ingenuity, and civic progress in the early 20th century.

2. Describe the urgency of this project due to potential resource damage or other impacts that may cause an opportunity to be lost. (1500 character limit)

At this time, the only element of the project that requires timely attention is the roof replacement, as continued deterioration could lead to more significant damage to the historic structure. Addressing the failing roof now will prevent moisture intrusion, protect original materials, and avoid costlier repairs in the future. Aside from this issue, the pump house remains structurally sound, and the City does not consider the remainder of the restoration to be urgent. This project is being undertaken proactively to preserve the building's long-term integrity and to ensure that the pump house remains a valuable historic asset for the community.

3. Describe your project. Include any drawings, plans, photos, schedules, proof of ownership of the project property, and compliance with applicable laws (American with Disabilities Act, National Environmental Policy Act and Uniform Building Code, etc.). (12000 character limit)

The roof restoration represents the first major phase of the project. Tasks include: Removing the deteriorated original wood-shake roofing. Inspecting roof decking and structural elements; repairing or replacing components in-kind. Installing new historically appropriate wood shingles. Restoring or replacing exposed wooden brackets and repairing the deep overhanging eaves. Deliverable: A fully restored, weatherproof historic roof that protects the building and allows interior rehabilitation to proceed. Multi-Year Restoration Plan Because the pump house has been used for maintenance and tool storage for many years, the interior will require significant cleaning, repair, and rehabilitation after the roof has been addressed. Once interior stabilization is complete, subsequent phases will include: Repairing deteriorated decline. Restoring exterior plaster or stucco elements. Completing a full exterior repainting to match the historic appearance. Implementing accessibility and minor site improvements, as appropriate. This is intentionally structured as a multi-year project, completed in stages to ensure responsible stewardship of the building's historic fabric and to allow the City to undertake the work as funding becomes available. Completing the roof first protects the structure from further damage and sets the foundation for future preservation and community-use enhancements.

4. How did you plan this project? (Did you use consultants? Who are the consultants and their qualifications? Did you get financial bids/quotes? Do you have applicable training pertaining to the project?) (1500 character limit)

Planning for the Luby Park Pump House restoration has been carried out through a coordinated effort involving professional assessments, consultation with preservation expert, and the collection of contractor quotes to establish accurate project costs. The City of Caldwell Public Works Department began the process by conducting an internal evaluation of the building's condition. This assessment identified several pressing issues, including roof failure, evidence of water intrusion, and long-term structural concerns that could worsen if left unaddressed. To ensure all restoration methods comply with historic preservation standards, the City sought input from qualified preservation specialists. Their guidance helped determine key priorities, including the in-kind replacement of original materials, historically accurate roof reconstruction, masonry repair, and structural stabilization. To support budgeting and project sequencing, the City obtained cost estimates from experienced roofing and restoration contractors. These quotes included pricing for removal of the deteriorated roof, replacement of damaged sheathing, installation of historically appropriate wood shingles, restoration of exposed brackets, and all associated labor and materials. Additional estimates were also collected for interior rehabilitation and future exterior work, enabling the project to be structured as a multi-year, phased restoration effort.

5. Why is this project needed and how does it benefit the citizens of Canyon County? (1500 character limit)

Restoring the Luby Park Pump House is necessary to protect a historically significant structure that has served the Caldwell community for more than a century. The building is currently experiencing roof failure, material deterioration, and long-term structural wear that—if left unaddressed—will result in the irreversible loss of original historic fabric. Acting now ensures the preservation of an important piece of Canyon County's early municipal and agricultural development for future generations. As a contributing feature of the Caldwell Rose Garden, the pump house represents the city's early water infrastructure and reflects the craftsmanship, civic planning, and architectural style of the early 1900s. Preserving this structure strengthens the cultural landscape of Luby Park and reinforces the historical continuity of the Rose Garden, which has already benefited from significant investment and renewal. Benefits to the Citizens of Canyon County: Preservation of Local Heritage The pump house provides a tangible link to the region's early water systems, public infrastructure, and community spaces. Restoring it helps maintain Canyon County's historic identity and supports long-term cultural heritage preservation efforts across the region. Expanded Public Use and Recreation Once restored, the building can be adaptively reused as a small venue suitable for community gatherings, weddings, educational programs, and public events.

6. If this application is part of a multi-year, phased project please include information about the use of past award funds and include a complete and detailed plan of future phases and financial needs through to project completion with an anticipated time-line of these phases. (Describe the long-term plan and requirements of this project.) (1500 character limit)

Phase 1: Planning & Preparation (Completed / Ongoing) Historical assessment and documentation completed, including a full condition review and consultations with preservation specialists. Contractor site visits conducted; bids collected for roof replacement and structural repairs. Scope refined based on consultant recommendations and Secretary of the Interior's Standards.
Phase 2: Roof Restoration (Year 1 – Primary Grant Year)
Estimated Duration: 3–4 months Month
1 – Mobilization & Site Preparation Contractor selection and final contracting Secure work area and protect adjacent Rose Garden features Order historically appropriate shingles, sheathing, and replacement brackets Month 2–3 – Roof Removal & Structural Repair Remove deteriorated wood-shake roofing Inspect all roof decking, rafters, and structural components Repair or replace damaged materials in-kind Month 3–4 – Roof Installation Install historically appropriate wood shingles Restore or replace exposed wooden brackets Repair deep overhanging eaves Conduct final inspection and complete weatherproofing Deliverable: A fully restored, weatherproof historic roof that protects the structure and allows interior rehabilitation to begin.
Phase 3: Interior Rehabilitation (Year 2) Estimated Duration: 4–6 months Work includes: Remove stored materials and fully clean interior spaces Repair failing interior plaster Restore or conserve pressed metal ceiling Repair or refinish original concrete.

7. Will a fee be charged to the public to use your project when completed? If yes, explain. (800 character limit)

No. It will be open for all to enjoy. No fees will ever be charged during hours of operation.

8. How will the resulting project be available to the citizens of Canyon County? (What is the availability plan? How often will it be available? How will people be made aware that it's available?) (800 character limit)

Once restored, the Luby Park Pump House will be open for all community members to enjoy. The City of Caldwell will promote public access through its official communication channels, including social media platforms, to ensure residents are aware of the completed improvements and the opportunities to use the space for community events, small gatherings, and educational activities. This outreach will help maximize public engagement and reinforce the pump house as an important cultural and historic asset within Luby Park.

9. If your project is located within a museum or restricted facility, please answer the following questions:

- Regular Hours of Operation:
Monday-Sunday 8-10pm during hours that Luby Park is open to guests.
- Total Hours per year the facility is available to the public:
5,110
- Number of visitors per year:
Unlimited
- How is availability publicized:
Through our social media.

10. If this application is one of multiple applications, please indicate the priority for this application below:

☒ 1st ☐ 2nd ☐ 3rd ☐ 4th

Chris Ramos
March 22, 2026

Page Two

With the above corrective construction completed and new sheathing installed, new shingles or metal panels would be installed. The fascia would be replicated using the original historic molding as a pattern for the new material. The existing wood soffit would be repaired and, where needed, replaced with new wood boards matching the existing. All new wood and any remaining wood would be properly primed and repainted.

The following possible restoration and preservation costs are offered with the understanding that these amounts are subjective and based on a combination of past experience, published data, and professional judgment. They are subject to change for many reasons, including time of construction, inflation, and broader economic conditions. There is a strong possibility that additional work will be required once construction begins and the condition of the existing building elements is fully understood. The possible cost offered below is based on a perceived worst-case scenario, and a contingency for unforeseen conditions is included.

Note that architectural and engineering fees are included in this amount.

The possible restoration and preservation cost of the Pump House roof, roof structure, fascia, outlooks, soffit, and architectural and engineering fees is \$80,000.

Please let me know if you have any questions or need additional detail regarding how the above probable cost was derived.

Sincerely,



Steve Trout, AIA, LEED AP, 36 Part 61
Historic Architect

TROUT
ARCHITECTS
CHARTERED

March 22, 2026

Chris Ramos
Grant Coordinator
City of Caldwell
205 S 6th Street, Caldwell, Idaho 83605

VIA: Email Attachment (cramos@cityofcaldwell.org)

RE: Historic Luby Park Pump House – Roof Restoration / Preservation
Initial Historic Assessment and Potential Construction Costs

Dear Chris,

I appreciate the opportunity to help with the possible restoration and preservation of the historic Luby Park Pump House, first starting with the roof and associated components of the fascia, outlooks, and soffit. This is a good beginning point for this building, as the remaining structure and elements appear to be generally sound, while the roof and supporting elements require serious attention.

During my visit to the building, it was quickly apparent that the roof shingles were in rough shape and were not adequately protecting the building from weather events. The fascia boards at the ends of the eaves were severely broken, some missing and loose, and some appeared to have significant rot in areas. The supporting outlooks also needed attention, as some appeared loose and others showed signs of deterioration. Because of the previously mentioned conditions of the roof and structure, the soffit is also in need of repair.

Repairing the above existing conditions is imperative to the longevity and survivability of this historic building. It is recommended that the wood shingles and associated skip sheathing be completely removed—while preserving the rare and unique pressed metal ridge capping. The replacement of the roofing material, in a strict preservation sense, would be old-growth cedar re-sawn shingles. This material is very expensive, and recent experience has shown that the lifespan can be limited. Therefore, it is reluctantly recommended to install a different material, if your funding source allows, such as high-quality asphalt shingles or even a period-appropriate metal roof. The selection of the roofing material would need to be aesthetically appropriate to the unique ridge metal, which should be restored and reinstalled. Discussions with the State Historic Preservation Office would be beneficial (if not required) to determine the final appropriate roof material.

Simultaneously with the removal of the wood shingles, the existing fascia molding would also be removed. This is almost certainly painted with lead paint, as are other painted surfaces on the building. This will require certified workers to perform the work and properly dispose of the removed materials.

Unless new cedar shingles are installed, the existing wood skip sheathing (spaced 1x4 lumber) should be removed and replaced with structural sheathing panels such as plywood or oriented strand board (OSB). Before installation of the new sheathing, all supporting structural roof elements such as roof joists and outlooks would be repaired or replaced.

3907 South Mesa View Lane · Boise, ID 83706 · 208-344-8646

Chris Ramos
March 22, 2026

Page Two

With the above corrective construction completed and new sheathing installed, new shingles or metal panels would be installed. The fascia would be replicated using the original historic molding as a pattern for the new material. The existing wood soffit would be repaired and, where needed, replaced with new wood boards matching the existing. All new wood and any remaining wood would be properly primed and repainted.

The following possible restoration and preservation costs are offered with the understanding that these amounts are subjective and based on a combination of past experience, published data, and professional judgment. They are subject to change for many reasons, including time of construction, inflation, and broader economic conditions. There is a strong possibility that additional work will be required once construction begins and the condition of the existing building elements is fully understood. The possible cost offered below is based on a perceived worst-case scenario, and a contingency for unforeseen conditions is included.

Note that architectural and engineering fees are included in this amount.

The possible restoration and preservation cost of the Pump House roof, roof structure, fascia, outlooks, soffit, and architectural and engineering fees is \$80,000.

Please let me know if you have any questions or need additional detail regarding how the above probable cost was derived.

Sincerely,



Steve Trout, AIA, LEED AP, 36 Part 61
Historic Architect



Project Name: Pumphouse renovation

Project Components	(A) Grant Request	(B) Match Amount Committed	(C) Total Cost
Roof replacement	50000	5000	55000
Totals	50000	5000	55000

***Round to the nearest dollar and percentage. Please be sure to check your addition.**



All project applications must include the following:

- ☒ Completed and signed Application Checklist (this document)
 - ☒ Completed Application, including:
 - Applicant Organization: Must be 501(c)(3) organization or private non-profit
 - Organization's Address: The location to mail funding awards to
 - Contact Name: Who the county can contact regarding application and project questions
 - Title: President, Chair, Treasurer, etc.
 - Project Name: Will be used in legal agreements
 - Project Location: Project must be in Canyon County and must benefit the citizens of the county
 - Match Amount Committed: Match is not required, but any match should be listed
 - 10 Questions on Project, answered to the best of your ability
 - ☒ Completed Budget Request, please be as detailed as possible
 - ☒ Proof of ownership of project property, if the project involves physical improvements to a building, structure or facility
 - ☒ IRS determination letter for 501(c)(3) status or documentation that your organization is an Idaho Nonprofit Corporation
 - ☒ Detailed copy of organization's budget, including: revenues and expenses, and information on other grant receipts and current applications
 - ☒ Information on staff of organization, including number of paid staff members, volunteers, and dedicated annual hours
 - ☒ W-9 Form for distribution of funds, if application is selected for funding

Other documents strongly encouraged: (Please indicate which are included in this application)

- ☐ Financial estimates/bids
- ☐ Letter(s) of commitment for maintenance and long-term sustainability of project (can include regular maintenance, repairs, warranties, IT support)
- ☐ Letter(s) of commitment for matching grant funds
- ☐ Letter(s) of support
- ☐ Drawings / plans
- ☒ Photos related to project

Applicant Signature: _____

Date: 4/27/26

FY2027



Canyon County Historic Preservation
Funding Information

The Historic Preservation tax levy funds can go to:

- (1) Support of historical societies which operate primarily within the county; or
- (2) Support of museums operated within the county; or
- (3) Support of historical restoration projects undertaken within the county; or
- (4) Marking and development of historic sites within the county.

Idaho Code § 31-864 grants the boards of county commissioners in their respective counties authority to levy not more than twelve one-thousandths percent (.012%) on each dollar of market value for assessment purposes of taxable property within the County for the support of county historic societies and historic preservation projects.

Idaho Code § 31-864 levy is assessed and collected twice per year; therefore, the disbursement of the support award is contingent on availability of actual revenue collected. Support disbursements shall occur in accordance with a schedule set by the Canyon County Auditor and delays may result for failure to follow the Auditor's schedule or from the unavailability of funds.

Successful applicants shall biannually provide the County and the County's Historic Preservation Commission with a project update and a project completion report indicating steps taken toward the completion of the project and final results. These reports shall include documents to support any expenditures made towards the project, if any were made.

Agreements are effective on October 1st and end on September 30th of the following calendar year. Project extension requests must be submitted before the September 30th deadline.

Send completed application and attachments:

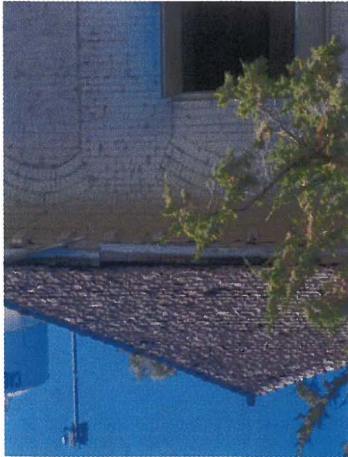
Via Mail:

Canyon County
ATTN: BOCC / Jenen Ross
1115 Albany St.
Caldwell, ID 83605

OR

Via Email: jenen.ross@canyoncounty.id.gov





CANYON COUNTY HISTORIC PRESERVATION COMMISSION
PROJECT COMPLETION REPORTING FORM

Date	
Nonprofit/Corporation Name	
Contact Person/Title	
Address	
Phone/Email	
Project Title	
Support Amount	
Agreement #	
Project Deadline	September 30 th , 2027

Describe the steps taken towards the completion of this Project below:	

Date of Project Completion	
----------------------------	--

Describe any future needs associated with this Project below:	

Please provide this project completion report no later than September 30th, 2027, and include pictures and all documents to support any expenditures made towards this Project.

Via Mail:
Canyon County
ATTN: BOCC / Jenen Ross
1115 Albany St.
Caldwell, ID 83605

Via Email: HPC Grant Closeout Report
jenen.ross@canyoncounty.id.gov

EXHIBIT B

Federal Register

Thursday
September 28, 1983

Part IV

Department of the Interior

National Park Service

Archeology and Historic Preservation;
Secretary of the Interior's Standards and
Guidelines

PROJECT EXTENSION REQUEST

A one-time extension of Project Agreements may be granted by the COUNTY if requested in writing by the NONPROFIT prior to the original agreement deadline

Requests for extension are required in writing with a detailed explanation of why an extension is needed; what has been accomplished on the project to date; what is still in need of completion; and an accounting of all expenditures and remaining funds to date.

Project Deadline Extension Request - Detailed:

--

Via Mail:
Canyon County
ATTN: BOCC / Jenen Ross
1115 Albany St.
Caldwell, ID 83605

Via Email: HPC Grant Closeout Report
jenen.ross@canyoncounty.id.gov

Attachment B

*Additional pages on file
in the Commissioners' Office*