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# PROPOSAL WRITING WORKSHOP

METROPOLITAN HISTORIC STRUCTURES ASSOCIATION

OCTOBER 22, 1979

EDWARD I. KOCH, MAYOR  
 HENRY GELDZAHLER, COMMISSIONER

ABIGAIL ADAMS SMITH MUSEUM  
 421 EAST 61ST STREET  
 New York, N.Y. 10021

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TOPIC: PUBLIC FUNDING OPPORTUNITIES FOR HISTORIC STRUCTURES

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## GENERAL FUNDRAISING MATERIALS

CHECKLIST FOR PROPOSAL WRITERS  
 FUNDRAISING CHECKLIST  
 FUNDING RESOURCE FORM  
 FUNDING BIBLIOGRAPHY  
 RESOURCE CENTER APPOINTMENT FORM

The Development Office is a relatively new unit of the Department. A Resource Center containing funding information has been established to provide you with the most current information available. An appointment is necessary to utilize the Center, please use the attached form. Unfortunately, at this time, staff limitations do not permit us to offer direct consultation.

I would like to thank Lisa Zucrow, an HEW Public Service Fellow at Columbia University's Graduate School in Public Affairs, for her assistance in the preparation of this material; she is currently an intern with the Development Office.

## I. General Grant Programs for Historic Structures

### A. Department of the Interior Heritage Conservation and Recreation Service Department of the Interior Washington, D.C. 20240 (202) 343-5726

#### 1. National Heritage for Historic Places

This service provides grants-in-aid to states and territories for amounts up to 50% of the total cost. Recipient governments transfer funds to public and private owners to either purchase or develop historic structures. These grants protect properties recognized by the National Register.

For more information contact your State Preservation Officer:

Orin Lehman  
Commissioner  
Parks & Recreation  
Agency Building #1  
Empire State Plaza  
Albany, N.Y. 12238

#### 2. Cultural Heritage Resource Program

Administers matching grants to the state and The National Trust for Historic Preservation for ongoing work to identify additional cultural resources. Research is encouraged. For example, money is allocated for historic preservation survey and planning. Funds are part of an effort to expand the National Register for Historic Places. Eligible structures should be significant in American History. In addition, this program is particularly interested in properties which have a role in U.S. industrial and engineering history.

For further information and guidance, contact:

The Conservation Heritage Resource Program  
Heritage Conservation & Recreation Service  
U.S. Department of the Interior  
Washington, D.C. 20240

#### 3. Urban Park and Recreation Recovery Program

Designed to improve the quality of existing urban recreation systems, this program provides 50% matching grants for planning and 70% matching grants for rehabilitation of existing facilities or for innovative projects that enhance recreation opportunities

at the neighborhood level. Cities and counties meeting certain eligibility criteria will receive 85% of the funds, but any unit of local government may apply for the remaining "discretionary" funds; funds may be transferred to nonprofit organizations. Rehabilitation, expansion, and development of existing buildings are eligible costs. The sum of \$725 million has been authorized through FY'83; an appropriation of \$37.5 million had been requested for FY'79. The federal share of rehabilitation and innovation grants may be up to 85% of project costs if the state contributed 15%. New York State has appropriated \$2.9 million for this purpose.

For more information contact:

New York State Office of Parks & Recreation  
Agency Building #1  
Empire State Plaza  
Albany, N.Y. 12238

Eligibility: Units of local government; nonprofit organizations.

This program encourages the restoration of deteriorated park facilities through three granting areas:

a. Matching Rehabilitation Grants

Available to expand and remodel buildings, landscapes, and support facilities. Eligibility is based on need and the condition of the structure. Responsive to projects which are efforts of neighborhood involvement and urban revitalization. Applicants must show evidence of a long-term commitment to recovery and maintenance of the facilities.

b. Recovery Action Grants

Encourage park system recovery and call on the state to assist on matching funds. This program is based on an ongoing five-year action plan to strengthen facilities and improve local planning. Projects must aim at stimulation of private and community resources. For example, grants are receptive to incorporating local arts organizations into recreational structures.

c. Innovative Grants

Used to more effectively implement park system recovery. Funds are allocated to develop evaluation techniques, improve cost-effectiveness, cover personnel costs, and buy equipment.

"Historic Preservation, Grants-in-Aid for Acquisition & Development Projects"

This pamphlet provides an overview of the Department of the Interior's grant programs. Details on standards, obligations, and requirements for the various programs are listed.

To obtain this pamphlet, contact:

The Office of Archaeology & Historic  
Preservation  
Heritage Conservation & Recreation Service  
U.S. Department of the Interior  
Washington, D.C. 20240

In addition, see Section VI, Technical Assistance & Information Series, for other types of assistance provided by the U.S. Department of the Interior.

B. Department of Commerce

1. Economic Development Assistance

a. Public Works and Development Facilities Grants and Loans

Eligible activities include acquisition, construction, rehabilitation or expansion of public service facilities. Provides direct and supplementary grants to high need areas, allocated for labor intensive projects which show evidence of spurring economic and social growth.

For more information on eligibility and contracts, contact:

Economic Development Representative  
100 State Street, Room 939  
Albany, N.Y. 12207

b. Technical Assistance Grants and Services

Under this program, EDA offers grants (up to 75%) to non-profit development organizations and direct technical assistance to other sponsors for feasibility studies, market studies, and other technical information or advice. Neighborhood development groups are among those eligible for grants.

For more information, contact:

John Corrigan  
EDA  
10424 Federal Building  
600 Arch Street  
Philadelphia, Pennsylvania 19106  
(215) 597-4603

C. Department of Housing and Urban Development

1. Livable Cities Program

Provides financial assistance to local governments and non-profit institutions for planning projects with substantial historic and cultural merit. This program is jointly given with the National Endowment for the Arts, Washington, D.C. 20506, (202) 634-4276. Responsive to community revitalization efforts.

For more information, contact:

Department of Housing & Urban Development  
N.Y. Regional Office  
26 Federal Plaza, Room 3541  
New York, N.Y. 10007  
(212) 264-8086

\*For additional grant programs in HUD, see Section V,  
Community & Neighborhood Development.

#### D. National Endowments for the Arts/Humanities

##### 1. Challenge Grants

Generates three to four non-federal dollars for every Endowment dollar awarded. Valid for a 2 - 3 year period of fund-raising and development activities. Eligible projects include restoration, acquisition, maintenance, and management expenses.

National Endowment for the Arts  
2401 E Street, N.W.  
Washington, D.C. 20506  
(202) 632-4783

National Endowment for the Humanities  
Attention, Stephen Goodell  
Mail Stop 800  
806 15th Street, N.W.  
Washington, D.C. 20506  
(202) 724-0267

\*For additional opportunities with NEA, see Section IV, Other  
For additional opportunities with NEH, see Section II, Programming  
& Management Grants; and Section III, Exhibit and Performance Grants

#### E. National Trust for Historic Preservation

##### 1. Endangered Properties Program

Program identifies and retains jeopardized, nationally significant structures. Properties must meet National Historic Landmark criteria. Buildings, sites, sculptures, and districts are eligible. Structures can be waterborne, aircraft, or land features. The Trust takes direct action by awarding grants, making loans, purchasing options, or purchasing the property with the intent to resell and rehabilitate. Grants are made to profit corporations, non-profit corporations, and individuals.

For more information, contact the director:

The Office of Historic Properties  
National Trust for Historic Places  
740-748 Jackson Place, N.W.  
Washington, D.C. 20006  
(202) 638-5200

\*See Section II, Programming & Management Grants; and Section V,  
Community/Neighborhood Development, for other Trust programs.

## II. Programming and Management Grants

### A. Department of Commerce

#### 1. Economic Development Assistance

##### a. Office of Business Development

Provides management guidance to overcome impediments to progress. Assistance is in the form of funds as well as outside services.

For further information, contact:

The Office of Business Development  
Economic Development Assistance  
Department of Commerce  
Washington, D.C. 20230

### B. National Endowment for the Humanities

#### 1. Division of Public Programs

##### a. Museums and Historical Organizations Program

Provides funds for programming and management in two granting areas:

###### General Planning Grants

For appraising current services and improving program strategies.

###### Personnel Development Grants

For training professionals and volunteers working in substantive programs; planning and implementation grants are available.

For further information, contact:

Cheryl McClenney  
Division of Public Programs  
Mail Stop 400  
National Endowment for the Humanities  
806 15th Street, N.W.  
Washington, D.C. 20506  
(202) 724-0327

See Section III, Exhibitions and Performance Grants, for other programs offered by NEH.

### C. National Trust for Historic Preservation

#### 1. Consultant Service Grants Program

Grants up to \$5,000 are available to hire professional consultants for historical preservation problems in planning. Eligible projects include studies of feasibility, museum use, historic district ordinance, and rehabilitation. Local units of government and non-profit National Trust members are eligible.

For more information, contact:

National Trust for Historic Preservation  
740-748 Jackson Place, N.W.  
Washington, D.C. 20006  
(202) 638-5200

\*Additional National Trust opportunities can be found in Section I, General Grants for Historic Structures; and Section V, Community and Neighborhood Development.

D. Smithsonian Institution

1. National Museum Act

Support is provided through several granting areas which promote the development and operation of museum and non-professional museum-related organizations. Grants can be used to implement workshops in museum development. Provides support for research projects in management and administrative systems, interpretation and education programs.

For further information, contact:

The National Museum Act  
Arts and Industries Building  
Smithsonian Institution  
Washington, D.C. 20560  
(202) 381-5512



### III. Exhibition and Performance Grants

#### A. Department of Health, Education & Welfare

##### 1. Funds for the Improvement of Post-Secondary Education

Supports efforts which provide a forum for liberal education. Encourages on-site programs and cultural events in various institutions. To qualify for this program, presentations should show evidence of reaching a wide audience. Projects should create an atmosphere for liberal education.

For more information, contact:

Department of Health, Education & Welfare  
Fund for the Improvement of Post-Secondary  
Education  
Washington, D.C. 20202  
Director: Rev. Ernest J. Bartell, c.s.c.

#### B. National Historic Publications and Records Commission

##### 1. Records Program

Useful for ongoing efforts in education within historical facilities. Aids projects which need archival techniques to preserve records of value. Can be applied to collections, restoration, or exhibition proposals.

For further information, contact:

The National Historic Publications and  
Records Commission  
National Archives Building  
Washington, D.C. 20408

#### C. National Endowment for the Humanities

##### 1. Division of Public Programs

###### a. Museums and Historical Organizations Program

###### Exhibition Grants

For efforts giving depth and perspective to temporary and permanent exhibitions; both planning and implementation grants are available.

###### Interpretive Programs

Provides funds for related programs such as symposia, film programs, printed materials, and lectures for the public. Small planning grants are also available.

Interpretation of Historic Sites

Provides money for historical organizations to better inform the public about the significance of historical structures.

November 19, 1979 -- deadline for projects beginning after April 1, 1980.

February 18, 1980 -- deadline for projects beginning after July 1, 1980

For more information, contact:

Cheryl McClenney  
Division of Public Programs  
Mail Stop 400  
National Endowment for the Humanities  
806 15th Street, N.W.  
Washington, D.C. 20506

See Section II, Programming and Management Grants; and Section IV, Other, for additional NEH grants.

2. Division of State Programs

Encourages humanities projects such as lectures, conferences, workshops, and exhibits within cultural facilities. Funds are distributed to the state's citizen committee for disbursement. Historical societies are eligible for this program.

Deadlines: February 1  
May 1  
August 1  
November 1

For additional information, contact:

Martin Beller  
New York Council for the Humanities  
33 West 42nd Street  
New York, N.Y. 10036

or call the Washington Program Officer:

Julie Van Camp  
(202) 724-0286

#### IV. Other Grant Programs

##### A. National Endowment for the Arts

##### 1. Design Arts Program

Encourages preservation and restoration through four granting areas:

##### a. Design Demonstration

Matching grants up to \$30,000 are available for planning and design projects which promote the conservation of communities, special settings, and places. Projects should encourage public awareness of some distinguishing aspect of a community. For example, innovative programs titled City Options and City Edges received support under this division. Non-profit corporations and institutions are eligible.

##### b. Design Communication

Grants up to \$40,000 on a one-to-one matching basis are available to prepare special studies, films, handbooks, and surveys on conservation districts. Program promotes public awareness of the architectural environment. Eligible projects might confront the role or consequence of design in architecture. Improved communication between program and audience is encouraged.

##### c. Design Exploration/Research

Provides grants up to \$40,000 on a one-to-one matching basis to non-profit organizations and institutions. Design projects in research are eligible. Studies in communications, technology and aesthetics are useful topics qualifying for support.

##### d. Grants to Individuals

Encourages individuals' pursuits in planning and design projects. Fellowships are awarded to senior level professionals on sabbatical, entering professionals, and design students. In addition, projects not necessarily by professional designers can receive support up to \$10,000.

January 25, 1980 is the deadline for the Design Arts Program.

For further information, contact:

Design Arts Program  
Room 1129  
National Endowment for the Arts  
2401 E Street, N.W.  
Washington, D.C. 20506  
(202) 634-4276

B. National Endowment for the Humanities

1. Division of Research Grants

a. General Research Program

(1) Basic Research

Grants awarded to groups of scholars, professionals and assistants for projects presenting the humanities.

(2) State and Local Regional History

Grants awarded for developing new materials and methods useful to historical societies, museums, and others.

March 1, 1980 is the deadline for projects beginning September 1, 1980.

Philip Marcus, (202) 724-0226, conducts this program.

b. Research Collections Program

Grants for improving research in areas such as library automation, bibliography, collections, systems, development, and oral histories.

September 1, 1980 is the deadline for projects beginning April 1, 1981.

Margaret Child, (202) 724-0226, conducts this program.

For further information, contact:

Division of Research Grants  
Mail Stop 350  
National Endowment for the Humanities  
806 15th Street, N.W.  
Washington, D.C. 20506

C. Department of Cultural Affairs

1. Community Arts Development Program

Offers capital support to community arts organizations and facilities. Limited to specific Community Arts Development districts. Provides programs and services in the performing, visual, and literary arts. Not-for-profit organizations, associations, and institutions whose earnings do not benefit individuals and to whom donations may be given as charitable contributions of Section 170 (C) of the U.S. Internal Revenue Code are eligible. Grants are awarded in three project areas:

a. Arts Apparatus Acquisition

Grants for acquiring materials and equipment.

b. Facilities Improvement

Services should be primarily used by residents of the neighborhood. Permanent structural needs such as installed footlights are eligible.

c. Community Art Works

Grants used for conducting large-scale community efforts which install permanent works of art in public facilities. Sculptures, pavements, and decorative walls are examples of eligible projects.

For further information, contact:

Marie Artesi  
Cultural Arts Development Program  
Department of Cultural Affairs  
830 Fifth Ave.  
New York, N.Y. 10021  
(212) 360-8137

2. Program Guidelines

Program guidelines for 1979-80 are exhausted. New guidelines will be available in early March 1980. 1979-80 guidelines are available for review at the Department of Cultural Affairs Resource Center.

Provides free cultural programs and services in communities throughout the city through three granting areas:

a. Summer Program

Offers free arts events to public in parks and other community outdoor spaces. Must be responsive to community needs.

b. Arts Exposure Program

Hires applicants on a fee-for-service basis to provide community centers and other settings with cultural programs.

c. Seed Grants Program

Provides underserved communities with innovative programs in dance, theater, music, visual arts, and literary arts.

For further information, contact:

Ken Ernest  
Department of Cultural Affairs  
830 Fifth Ave.  
New York, N.Y. 10021  
(212) 360-8217

D. New York State Council on the Arts

1. Architecture and Environmental Arts Program

- a. Grants for projects which increase the public awareness and importance of architecture and environmental design.
- b. Technical assistance grants up to \$300 are available for professional consultants to address particular preservation problems.
- c. Funds feasibility studies to determine how a structure will be adapted for cultural use.

Grants are made to established organizations. Long-range financial and programming plans must be presented.

For more information, contact:

New York State Council on the Arts  
Information Office  
80 Centre Street  
New York, N.Y. 10013  
(212) 488-2863

## V. Community and Neighborhood Development

### A. Department of Housing and Urban Development

#### 1. Comprehensive Planning and Management Grants

Assistance to states, metropolitan areas, and planning agencies for preliminary studies on rehabilitation. Proposals might address land use, housing and community development. Preservation-related activities are eligible if they are part of an overall comprehensive plan. For example, surveys of historic areas, planning projects related to neighborhood conservation, and developing historic district legislation are all viable projects.

#### 2. Community Development Block Grants

Provides flexible assistance for rehabilitation projects. Eligible activities include purchase, restoration, and maintenance of historic structures. In addition, guarantees on insured loans given by private lending institutions are provided. Municipalities receive these grants and distribute them for a wide variety of activities. Eligible projects must benefit low to moderate income persons, aid in the elimination of slums, or meet urgent community development needs.

#### 3. Neighborhood Self-Help Development Program (Title VII)

Provides grants and other forms of assistance to neighborhood organizations for conservation and revitalization projects. Responsive to housing, economic and community development. Projects must benefit low to moderate income neighborhoods. Non-profit organizations which have demonstrated a capacity for implementing projects are eligible.

#### 4. FHA Title I Home Improvement Loans

Insures loans for acquisition and/or rehabilitation of properties. Loans are divided into three categories:

##### a. Title I Home Improvement Loan Program

Provides rehabilitation assistance for commercial buildings as well as residences. Homeowners are eligible.

##### b. Historic Preservation Loan Program

Grants for preservation, restoration, and rehabilitation of properties listed on the National Register of Historic Places. Buildings may have up to 20% incidental, commercial use. Homeowners are eligible.

c. Section 235 Home Ownership Subsidy Program

Insurance and subsidized interest rates provided for low-to-moderate income families buying rehabilitated houses. Private non-profit organizations and public bodies may participate by rehabilitating properties and selling them to subsidy programs.

5. Urban Development Action Grants

- Provides grants to distressed cities and urban areas. Projects must show promise of attracting private investment. Preservation projects should be broadly planned to improve the economic and physical conditions of the area. States and local governments which meet distressed criteria are eligible. Funds are then distributed to various residential, commercial, and industrial projects.

For further information, contact:

The Department of Housing and Urban Development  
New York Regional Office  
26 Federal Plaza  
New York, N.Y. 10007  
(212) 264-8053

B. Community Service Administration

1. Community Action Agency Assistance

Provides 60-70% of administrative costs for activities such as community organization and development of housing/neighborhood revitalization programs. Non-profit organizations approved by the Community Service Administration are eligible.

2. Community Development Corporation Assistance

Grants are available to Community Development Corporations. These are profit or non-profit organizations carrying out economic development activities. Promotes development through cooperative forms of ownership such as community action and benefit. Provides up to 90% of costs which include administration, planning, purchase, and rehabilitation.

For further information, contact:

Community Services Administration  
New York Regional Office  
26 Federal Plaza, 32nd Floor  
New York, N.Y. 10007  
(212) 264-2995

C. Urban Reinvestment Task Force

Organizes Neighborhood Housing Services. Allocates money for groups designing plans for neighborhood revitalization. After successful completion, it is possible to apply for a matching grant to implement the plan. The Pittsburgh Neighborhood Housing Service is an example



of a program organized by the Urban Reinvestment Task Force.

For further information, contact:

Urban Reinvestment Task Force  
320 First Street, N.W.  
Washington, D.C. 20552

D. Association of New York State Insurance Companies (LICONY)

1. Neighborhood Preservation Areas Loan Program

Grants mortgage loans for neighborhood preservation and improvement programs. Guidelines, underwriting criteria, a newsletter, and applications are available.

For further information, contact:

Clarence E. Galston  
Neighborhood Preservation Areas Loan Program  
630 Fifth Avenue  
New York, N.Y. 10020  
(212) 489-9694

## VI. Technical Assistance and Information

### A. Department of Interior

#### 1. Office of Archaeology and Historic Preservation

##### a. Heritage Conservation and Recreation Service

##### (1) Technical Services Division

Offers free publications on topics such as roofing, cleaning and conserving energy. Summarizes standards for rehabilitation. Prints "Preservation Briefs" which report updated methods and techniques in preservation.

For further information and a list of publications, contact:

Office of Archaeology and Historic  
Preservation  
Heritage Conservation & Recreation Service  
Department of Interior  
Washington, D.C. 20240

#### 2. National Park Service

##### a. Division of Grants

Provides funds for structural work. Eligible areas include research, improvements, reconstruction, plaques and signs.

For further information, contact:

National Park Service  
Office of Archaeology & Historic Preservation  
Heritage Conservation & Recreation Service  
Department of Interior  
Washington, D.C. 20240

### B. RESTORE

This restoration skills training program offers a thirty-week course in restoration and preservation. Develops skills in masonry. Teaches methods of analyzing, cleaning, repairing and replacement.

For further information, contact:

Jan C.K. Anderson, Director  
RESTORE  
The Municipal Art Society  
30 Rockefeller Plaza  
New York, N.Y. 10020  
(212) 586-4761

C. National Restoration Workshop

Trains artisans to restore historic structures. This one to three year program emphasizes quality craftsmanship. Services are available as well.

For further information, contact:

Restoration Workshop  
Lyndhurst  
635 S. Broadway  
Tarrytown, N.Y. 10591

D. Columbia University

1. Department of Architecture

a. Conservation and Preservation Program

(1) On-Site Assistance

Available in the areas of research, design, conservation and planning. Needy facilities obtain quality help while, at the same time, graduate students fulfill a work requirement.

For further information about the work-involvement program, contact:

Dr. William Murtagh, Director  
Columbia University  
206 Fayerweather  
Broadway and 116th Street  
New York, N.Y. 10027  
(212) 280-3518

E. Smithsonian Institution

1. Office of Museum Programs

a. Workshop Series

Workshops are held at the Smithsonian Institution in Washington for museum employees. Professional staff members teach seminars such as, "Principles of Conservation and Preventive Care," and "Responsive Evaluation of Museum Programs." Topics range from storage techniques to budgeting basics. There is no tuition for lectures or fees for most supplies. Several workshops are given every month.

For further information, contact:

Office of Museum Programs  
A & I 2235  
Smithsonian Institution  
Washington, D.C. 20560

## VIII. Bibliography

- \* A. "Funding Sources for Cultural Facilities"  
Booklet summarizes private and government funding sources for capital expenditures.
- Write:
- Design Arts Program  
Room 1129  
National Endowment for the Arts  
2401 E Street, N.W.  
Washington, D.C. 20506
- \* B. "Response"  
Trade publication of insurance companies' reports on their community efforts.
- Write:
- Clearinghouse for Corporate Social  
Responsibility  
1850 K Street, N.W.  
Washington, D.C. 20006
- C. "Programs and Publications of Technical Preservation Service"  
Summarizes activities of the Technical Services Division.
- Write:
- Office of Archaeology and Historic  
Preservation  
Heritage Conservation and Recreation  
Service  
Department of Interior  
Washington, D.C. 20240
- D. "Handicapped Access to Historic Properties: Proposed Statement  
of Program Approach"  
Published by the Advisory Council on Historic Preservation.  
Suggests alternatives for making historical properties more  
accessible while maintaining architectural features.
- Write:
- Advisory Council on Historic Preservation  
1522 K Street, N.W. Suite 430  
Washington, D.C. 20005
- \* E. "Federal Programs for Neighborhood Conservation"  
Lists and describes potential sources of Federal assistance for  
neighborhood conservation projects.
- Write:
- Advisory Council on Historic Preservation  
1522 K Street, N.W. Suite 430  
Washington, D.C. 20005
- F. "Folklife and the Federal Government: A Guide to Activities,  
Resources, Funds, and Services "  
Directs readers to federal programs that support groups dealing  
with ethnic heritage.  
Publication #1 of the American Folklife Center, Government Printing  
Office, Price is \$2.75(S/N: 030-000-00091-9)
- Write:
- Superintendent of Documents  
Government Printing Office  
Washington, D.C. 20402

- G. "Federal Assistance Handbook: A Guide to Federal Programs in Recreation, Conservation and Historic Preservation" Free

Write:

Pacific Southwest Region  
Heritage Conservation and Historic  
Preservation  
P.O. Box 36062  
San Francisco, CA 94102

- H. "Funding Sources and Technical Assistance for Museums and Historical Agencies: A Guide to Public Programs"  
\$7.50 for members of the American Association for State and Local History, \$10 for non-members.

Write:

American Association for State and  
Local History  
1400 Eighth Avenue South  
Nashville, TN 37203

- I. "Tax Incentives for Rehabilitating Historic Buildings"  
Lists who qualifies, guidelines and standards.

Write:

Tax Reform Act  
Office of Archaeology and Historical  
Preservation  
Department of Interior  
Washington, D.C. 20240

- J. "Old House Journal"  
Newsletter providing advice on the renovation of vintage houses.  
Won the Gordon Gray Award for outstanding achievement given by  
the National Trust for Historic Preservation.

Write:

Dept. 7  
199 Berkeley Pl.  
Brooklyn, N.Y. 11217

- K. "Guide to Federal Programs and Activities Related to Historic Preservation"

"Basic Steps in Saving a Building"

A newsletter and other valuable pamphlets are also available.

Write:

National Trust for Historic Preservation  
in the United States  
748 Jackson Place, N.W.  
Washington, D.C. 20006

- L. "Federal and State Aid for Parks, Recreation and Historic Preservation" Free

Write:

Communications  
NYS Office of Parks and Recreation  
Agency Building #1  
Empire State Plaza  
Albany, New York 12238

- M. "The Preservation Directory: A Guide to Programs, Organizations and Agencies in New York State" \$5.

"Technical Series"

Pamphlets printed periodically on crucial subjects in preservation, which also suggest additional readings.

Of particular interest:

Technical Series #3: "Foundation Funding for Historic Preservation"

Technical Series #7: "Sources of Funding for Preservation Projects"

Summarizes funding programs and discusses how to tap sources.

"Newsletter"

Reports on activities in historic preservation. Provides up-to-date information on new areas of interest.

Write for booklets as well as information on their services to:

Preservation League of New York  
13 Northern Blvd.  
Albany, New York 12210

\* These publications are available for review at the Resource Center.