



GLOSSARY OF GRANT DESCRIPTIONS AND ACRONYMS

APPENDIX A

The Secretary of the Interior's *Standards for Rehabilitation*

1. A property will be used as it was historically, or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion and massing to protect the integrity of the property and its environment.



10. New additions and adjacent or related construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

APPENDIX B

1. **NPS:** National Park Service
2. **DPNR:** Department of Planning and Natural Resources
3. **VISHPO:** Virgin Islands State Historic Preservation Office
4. **ESHFP:** Emergency Supplemental Historic Preservation Fund
5. **NHL:** A National Historic Landmark - is a building, district, object, site, or structure that is officially recognized by the United States Government for its outstanding historical significance. They are historic places that hold national significance. The Secretary of the Interior designates these places as exceptional because of their abilities to illustrate U.S. heritage. There are approximately 2,600 NHLs in the United States.
6. **NRHP:** The National Register of Historic Places is the Nation's official list of cultural resources worthy of preservation. Authorized under the National Historic Preservation Act of 1966, the National Register is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archaeological resources. Properties listed in the Register include districts, sites, buildings, structures, and objects that are significant in American history, architecture, archaeology, engineering, and culture. The National Register is administered by the National Park Service, which is part of the U.S. Department of the Interior. (From the NPS website <http://www.cr.nps.gov/nr/about.htm>)
7. **FUNDING AGREEMENT:** Successful applicants will enter into a funding agreement with DPNR – VISHPO and work collaboratively with VISHPO – DPNR until project completion and final reimbursement. Costs incurred since Hurricanes Irma



and Maria may be eligible for reimbursement if proper documentation can be provided. Costs expended pre-application and pre-award must be included in the application budget information, and the applicant must have bid documents and receipts available if seeking reimbursement for retroactive costs. For development projects with retroactive costs, the applicant must also provide photographs taken of Hurricane Irma and Maria damages before repairs were made.

8. PRESERVATION AGREEMENT: This document is to ensure the long- term preservation of the grant – assisted property. This agreement does not require amending the property deed.

9. HISTORIC PRESERVATION EASEMENT:

A historic preservation easement is a voluntary legal agreement, typically in the form of a deed, which permanently protects a significant historic property. Since it is a perpetual easement, an owner is assured that the property’s historic character will be preserved.

Before the first Emergency Supplemental Historic Preservation Fund – (ESHPPF) grant reimbursement payment, project owners for all development grants will be required to convey an easement, in a format acceptable to DPNR-VISHPO. The easement must be recorded in the LT. Governor’s Recorder of Deeds Office and be enforceable by the U.S. Virgin Islands Government.

10. PRESERVATION COVENANT: A covenant is a formal agreement be between the State Historic Preservation Office and the owner of a historic property in which the owner agrees to ensure the maintenance and preservation of the architectural and historical characteristics that qualified the property as eligible for the National Register of Historic Places.

11. PRESERVATION PROPOSAL: The term can describe several levels of documentation, depending upon the degree of repair already completed, underway, and planned.



12. PROJECT PROPOSAL:

Includes photos showing conditions before and after the Hurricanes Irma and Maria, if possible, construction plans, and specifications for proposed repairs, contracts for architectural and engineering services, construction contracts for repairs, schedules, and budgets for the work. It may also include, and inspection report prepared for the property.

13. STATUS REPORT:

Includes description of work completed, work underway, and future work to be undertaken. Documented with photos, descriptions of work, contracts for architectural and engineering services, construction contracts for repairs, invoices, proof of payment for work completed, and budgets or cost estimates for current and future work.

14. SUMMARY OF COMPLETED WORK:

Includes photos showing conditions before and after Hurricanes Irma and Maria if possible, and during and after repairs written descriptions of work; contracts for architectural and engineering services; construction contracts for repairs; plans and specifications used; certificates of completion; invoices; and proof of payment.

15. CONSERVATION:

Action taken to minimize deterioration so that artifacts and objects may be preserved for the future.

16. DOCUMENTATION:

Historical research and/or photographic evidence that documents the historical significance of an era, event, or historical personage.

17. HISTORICAL PROPERTY:

Building, site, structure, or monument of historical significance as defined by the Department of Archives and History and the National Park Service.

18. INTERPRETATION:

Historical exhibit design, interpretive or commemorative marker or monument, publication, program, or other instructional techniques that present



and interpret history from broad cultural and ethnic perspectives.

19. REPAIR:

Returning sound condition to a historic property by replacing damaged building components with new components of appropriate design, material, and craftsmanship.

20. INVESTIGATION:

A systematic examination and documentation of information concerning historic buildings, sites, and/or events. Research and analysis will vary, depending upon the specific objectives and the type of property or event under examination, but will usually take the form of a historic structure report, an archaeological excavation and report, or research for monuments, statues, historical markers, or exhibits.

21. PRESERVATION:

The process of applying measures to sustain the existing form, integrity, and material of a building, structure, site, or artifacts. Preservation may include initial stabilization/conservation work, as well as ongoing maintenance (which are the continuing responsibilities of the project applicant).

22. REHABILITATION:

Returning a historic property to a state of utility through repair or alteration that makes possible efficient contemporary use (i.e., ADA handicapped accessible facilities, air conditioning, signage, etc.) while preserving those portions or features of the property that are significant to its historical, architectural, and/or cultural values.

23. Secretary of Interior's *Standards for the Treatment of Historic Properties*:

The Secretary of the Interior's *Standards for the Treatment of Historic Properties*, for purposes of the Hurricane Relief Grant program, are three distinct, but inter-related, approaches to the treatment of historic properties – Preservation, Rehabilitation, and Restoration.

24. RESTORATION:

Is undertaken to depict a property at a particular period of time in its history, while removing evidence of other periods.



Choosing the appropriate treatment for a historic property always depends on a variety of factors, including the property's historical significance, physical condition, proposed use, and/or intended interpretation. Because this grant program will primarily deal with buildings that need to be updated to serve new requirements or changing uses, the most frequently used treatment will be the *Secretary of the Interior's Standards for Rehabilitation*, which are itemized in Appendix A. Essentially, the *Standards for Rehabilitation* are a common-sense guideline for how to make historic buildings modern functional while retaining the historic materials, character, and characteristics which make the building historic. They are a series of concepts about maintaining, repairing and/or replacing historic materials, as well as designing new additions or making alterations, that guide decisions on which features of a historic property should be saved and which might be changed and that provide philosophical consistency to the work.

25. SITE:

The setting of an event of archaeological or historical significance. It can refer to areas that are notable because of their association with a particular era, event, occurrence, or historical personage.

26. HISTORIC STRUCTURES REPORT:

A Historic Structure Report (HSR) provides documentary, graphic, and physical information about a property's history and existing condition. Broadly recognized as an effective part of preservation planning, a (HSR) also addresses management or owner goals for the use or re-use of the property.

27. CONDITIONS ASSESSMENT:

Condition assessments are generally conducted every four years. Monitoring of National Historic Landmarks is carried out by National Park Service in regional offices. The National Park Service appreciates the value to stewards and



other preservation partners of providing access to up-to date information on the condition and threats to National Historic Landmarks (NHLs) as a tool for fundraising and influencing public policy.

**28. ARCHITECTURAL ENGINEERING PLANS:
Secretary of the Interior's Standards for
Architectural and Engineering Documentation**

These standards concern the development of documentation for historic buildings, sites, structures, and objects. This documentation which usually consists of measured drawings, photographs, and written data, provided importation information on a property's significance for use by scholars, researchers, preservationists, architects, engineers, and others interested in preserving and understanding historic properties.

29. ENGINEERING STUDY:

An assessment of the practicality of a proposed engineering plan or method.

30. ENGINEERING:

Is the branch of science and technology concerned with the design, building, and use of engines, machines, and structures.

31. LANDSCAPE STUDY:

Landscape study/analysis is a process of studying and describing a landscape, generally with the goal of assessing the impact of humans on that space. This research is used to provide physical context to concepts of human – landscape interaction and help plan for future land use or restoration.



32. HISTORIC SITE:

Is a landscape significant for its association with a historic event, activity, or person. Examples include battlefields, president's house properties, etc.