

2016 Special Category Grant Application

Application #: FSC16_0025

Title of Organization's Chief Officer: President

Name Organization's Chief Officer: Jeff Johnson

Submitted On: October 30, 2014

Submitted By: Smith, Mary

Application Review Overview:

Historic Preservation Special Category Grant Applications are reviewed annually and ranked in a public meeting by the Florida Historical Commission, whose members are appointed by the Governor, President of the Senate, and Speaker of the House. All grants are awarded by the Secretary of State, based on the recommendations of the Florida Historical Commission and funding appropriated by the Florida Legislature.

Application Limitations:

Applicants may have no more than one (1) previously awarded Special Category Grant open at the time of application. Applications from applicants with more than one open Special Category Grant shall be declared ineligible and such applications shall be returned to the applicant.

An applicant from the same organization may not submit more than one Special Category Grant application under a single application deadline. State, county or city governments, or universities may submit single applications from more than one division or department during any grant cycle provided that those divisions or departments are separate and distinct budgetary units and provided that the applications do not address the same facility, project, or site.

1. Application Organization

Enter the full name of the applicant organization. Please note that there can only be one applicant organization per application.

Key West Players, Inc.

2. Project Category

Select the project category for which grant funds are requested. If you are unsure of which category to select, please refer to the definition at the right of each project category.

Development Projects

Development activities for historic properties (e.g. buildings, monuments, structures, ships, railroad locomotives and rolling stock, etc.) including restoration, rehabilitation, preservation, reconstruction, and site-specific planning for these activities.

3. Project Title and Location Information

The title should reflect the name of the property, area, museum, or exhibit, and the goals of the proposed project. The title should be consistent with previous applications/awards. (For example, Smith House Rehabilitation, South Mill Archaeological Excavation, etc.)

a) Project Title

Structural Stabilization of the Waterfront Playhouse

b) Name of Property (if applicable)

Waterfront Playhouse

b) Street Address

Wall St at Tiffs Alley (407 Wall Street)

c) City

Key West

e) Primary County

Monroe

For locations without a street address, provide the USGS 7.5 Minute Quadrangle Name and the Township, Range, and Section coordinates in this section. To determine Township, Range and Section, at least one of the following is needed: property tax appraisal number or latitude/longitude coordinates for the property. For information and assistance, visit www.flheritage.com/preservation/sitefile/ or contact the Florida Master Site File by phone at 850.245.6440 or 800.847.PAST.

f) USGS Quadrangle Name

g) Township

h) Range

i) Section

4. Project Budget

Important: In listing the items to be paid with grant funds and matching funds, please remember:

- a) The following categories of expenditures are **non-allowable** for expenditure of grant funds and match:
- 1) Capital improvements to non-historic properties, except as required for installation of a new museum exhibit.
 - 2) Capital improvements to historic properties inconsistent with applicable historic preservation standards promulgated by the National Park Service, United States Department of the Interior or the Division for the types of projects indicated. Please view The Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation at www.nps.gov/history/local-law/arch_stnds_0.htm for more information.
 - 3) Vehicular circulation (drives) and parking; sidewalks, landscape features, planting, irrigation systems and site lighting (Exceptions: provision of code-required handicapped parking pad and walkway; sidewalk required to link code-required handicapped parking pad to the accessible entry, planting required to halt erosion, and limited site-lighting required for security.
 - 4) Expenditures for furniture and equipment, unless specifically authorized as a part of the grant project.
 - 5) Entertainment, food, beverages, plaques, awards, or gifts.
 - 6) Operational support (i.e., organization salaries, travel, supplies). Note: project-specific travel costs may be allowed if specifically requested and approved during the application review process. Travel costs must be required for completion of project work and must be included in the Project Budget.
 - 7) Indirect costs including overhead, non-grant related administrative costs, and general operating costs, except as allowed in [1A-39.005\(9\), Florida Administrative Code](#) .Note: Administrative expenditures directly attributable to management and oversight of the grant-assisted Project and to meeting the reporting and associated requirements of the Historic Preservation Grant Award Agreement are eligible grant expenditures or match contributions. In aggregate, such expenditures, whether grant expenditures or match contributions, shall not exceed 10% of the grant award amount.
 - 8) Insurance costs (Exception: costs for builder's risk, workers compensation and contractor's liability insurance.)
- b) All grant and match expenditures must be incurred during the grant period, except as allowed in 1A-39.009(3), Florida Administrative Code. Unless approved by the Division in writing in accordance with 1A-39.009(3), costs incurred prior to the grant period will not be eligible for payment with grant funds or eligible to be credited as part of the applicant's matching share. No costs incurred after the grant period has expired will be eligible for payment with grant funds or eligible to be credited as part of the grantee's matching share.

Matching funds include: cash funds, the value of in-kind services or volunteer labor directly involved in project work, and the value of donated materials **25% of total match must be cash match. The applicant organization's staff salaries are considered in-kind match contributions, not cash match contributions** In-kind services include salary and benefits but not overhead costs or profit. In-kind service or volunteer labor must be valued at the prevailing minimum wage unless it is

documented that the donor is performing services or labor in which he or she is regularly employed at a higher wage. Donated material must be valued at the actual cost.

Public funds must be identified by source: e.g. appropriated funds, Community Development Block Grant funds, etc. Major private donations, such as foundation grants, should be clearly identified. *See information below for details regarding match requirements. Applicants requesting REDI Match Reduction in question 5 shall only be required to provide a 10% match. See question 5 for additional details.*

c) According to 1A-39.003(6), Florida Administrative Code, eligible Development activities involving religious property are limited to exterior work and interior work essential to the preservation of the property's basic structural integrity. (Examples include: foundation repairs, repairs to columns, load bearing wall framing, roof framing, masonry repairs, and window and exterior door repairs.) Non-allowable costs include repair or restoration of interior features or finishes and other capital improvements to the interior and accessibility improvements.

d) In general, if an item or activity is not considered an allowable grant-funded expense, it will not be allowed as part of the applicant's match. See question 15 below for more information on match requirements.

e) Should you have questions regarding the eligibility for a specific activity for grant funding or contribution to match, please contact the Division's grants staff at 800.847.7278.

Project Budget

When the relationship between specific Work Items in the Project Budget and the objectives of the project may not be obvious, please provide clarification regarding the necessity for or contribution of those Work Items to the successful completion of the project.

The amounts listed in Total Grant Funds and Total Match values below **must** equal the totals listed in responses to Amount Requested and Match. A detailed description of the applicant's match must be addressed. Documentation of all match must be included (see instructions in [Attachment Checklist](#) for Attachment A).

	Work Item Description	Grant Funds	Match Value	Match Type	Sub-Total
1	History & Archeology: Research and Report	\$6,250.00	\$6,250.00	Cash	\$12,500.00
2	Structural Engineering Site Assessment & Report	\$4,000.00	\$4,000.00	Cash	\$8,000.00
3	Architectural Site Work, research & report	\$13,400.00	\$13,400.00	Cash	\$26,800.00
4	Materials Testing	\$2,500.00	\$2,500.00	Cash	\$5,000.00
5	Travel, Lodging, Historic Document Reproduction	\$0.00	\$3,700.00	Cash	\$3,700.00
6	Phase One Scope, Design, and Construction Documents	\$33,000.00	\$33,000.00	Cash	\$66,000.00
Totals		\$59,150.00	\$62,850.00		\$122,000.00

5. Match Summary

[Matching funds](#) include: cash funds, the value of in-kind services or volunteer labor directly involved in project work, and the value of donated materials. **25% of total match must be cash match, that is, cash-on-hand.**

The applicant organization's staff salaries are considered in-kind match contributions, not cash match contributions. In-kind services include salary and benefits but not overhead costs or profit. In-kind service or volunteer labor must be valued at the prevailing minimum wage unless it is documented that the donor is performing services or labor in which he or she is regularly employed at a higher wage. Donated material must be valued at the actual cost.

Public funds must be identified by source: e.g. appropriated funds, Community Development Block Grant funds, etc. Major private donations, such as foundation grants, should be clearly identified. *See information below for details on match requirements. Applicants requesting REDI Match Reduction in question 5 shall only be required to provide a 10% match. See question 5 for additional details.*

Non-allowable match contributions include:

- Expenditures made prior to grant award agreement start date, except as allowed in [1A-39.009\(3\), Florida Administrative Code](#).
- Anticipated proceeds from fundraising activities.
- Grant funding from other sources applied for but not yet awarded.
- Cash pledges without donor signature and availability date (Anonymous pledges are not acceptable match contributions).
- Other grant funds from the Department of State.
- Capital improvements to non-historic properties, except as required for installation of a new museum exhibit.
- Capital improvements to historic properties inconsistent with applicable historic preservation standards promulgated by the National Park Service, United States Department of the Interior and the Division for the types of projects indicated. Please view *The Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation* at www.nps.gov/history/local-law/arch_stnds_0.htm for more information.
- Vehicular circulation (drives) and parking; sidewalks, landscape features, planting, irrigation systems and site

lighting (Exceptions: provision of code-required handicapped parking pad and walkway; sidewalk required to link code-required handicapped parking pad to the accessible entry, planting required to halt erosion, and limited site-lighting required for security.

i) Expenditures for furniture and equipment, unless specifically authorized as a part of the grant project.

j) Entertainment, food, beverages, plaques, awards, or gifts.

k) Applicant organization operational support (i.e., organization salaries, travel, supplies). Note: project-specific travel costs may be allowed if specifically requested and approved during the application review process. Travel costs must be required for completion of project work and must be included in the Project Budget.

l) Indirect costs including overhead, non-grant related administrative costs, and general operating costs,

except as allowed in [1A-39.005\(9\), Florida Administrative Code](#). Note: Administrative expenditures directly attributable to management and oversight of the grant-assisted Project and to meeting the reporting and associated requirements of the Historic Preservation Grant Award Agreement are eligible grant expenditures or match contributions. In aggregate, such expenditures, whether grant expenditures or match contributions, shall not exceed 10% of the grant award amount.

m) Insurance costs (Exception: costs for builder's risk, workers compensation and contractor's liability insurance.)

The grand total of match amounts listed in the Match Summary below **must** equal the match total listed in responses to Questions 4b) and Question 14, Project Budget. Documentation of availability and commitment of all match funds to the project must be included as Attachment A (see instructions in [Attachment Checklist](#) for Attachment A).

	Description	Match Type	Amount/Value
1	Key West Players Cash Reserves	Cash Match	\$62,850.00
Totals			\$62,850.00

6. Amount Requested and Match Pledged

Enter the amount of grant funds being requested and the amount of proposed match. These numbers must match the totals (above? In Question 4 – this should reference the Budget question, which should come just before this one). The maximum request amount for a single application is \$350,000; the minimum request amount for a single application is \$50,000.

The match requirement must be the greater of \$50,000 or 50% of the requested grant amount. Applications for projects in REDI counties and REDI communities may request a Reduction of Match Requirements.

a) Amount of Grant Funding Requested

\$59,150.00

b) Match Amount

\$62,850.00

7. Payment Schedule

Select the schedule by which grant funds will be disbursed should the project be funded.

Advanced Disbursement

1 advanced payment of 25% of the grant funds and then expenditures are reported on a biannual basis and the State reimburses upon approval.

8. Rural Economic Development Initiative (REDI) Match Reduction Request:

Applicants for projects located in counties or communities that have been designated in accordance with Section [288.0656](#) and [288.06561](#), Florida Statutes, may request a reduction of match to **10% of the requested amount.**

[Am I a REDI Community?](#)

No

9. Project Description

In the space provided below, briefly describe the project for which funding is requested. Indicate how you intend to use the funds requested and the required match, describing each of the major work items involved and what the end product will be.

NOTE: Do not use this space to describe the history or historic significance of the property or properties. This information should be recorded as part of the response to Question 18, below.

The building at 407 Wall Street in Key West was originally constructed ca. 1850 as a waterfront warehouse. It anchors Mallory Square and has been the home of the Waterfront Playhouse for the last 50 years. The building shows up on the Sanborn Map of 1889, the earliest available. Constructed of rough coral stone rubble, a lime mortar with plaster on exterior and interior walls, and a timber framed roof, the building represents an important part of Key West's development as an important seaport.

The building was altered over the years to accommodate the theatre. Air conditioning and electricity were added, and subsequently became outdated. With the support of the Monroe County Tourist Development Council, the building was modified for a new lobby and ADA compliance in 2007, had a new stage and lighting installed in 2010, had a new roof installed in 2011, was totally rewired for electrical service in summer of 2012 and will have the air-conditioning replaced in the summer of 2015.

The building has had minimal maintenance related to the structure itself although some work has been done to correct spalling and deterioration of the stucco. Interior and exterior wall surfaces are deteriorating and some areas of the walls are showing signs of structural failures. In order to properly address these issues, a full and detailed assessment is required in the form of a full Historic Structures Report (HSR). The structural issues related to the walls are more complex than deferred maintenance - they need to have proper initial planning for proper historic preservation.

The HSR will include a primary source history prepared by a qualified historian, a structural evaluation prepared by an engineer experienced in historic structures, and an item by item evaluation prepared by an experienced preservation architect. Materials testing will be conducted to ensure that repairs are compatible with the historic fabric. The draft report will be submitted to the Department of Historical Resources for review and comment, which will then be incorporated into the final report. This report will then serve as the basis for, and guide, all future work.

The project team will consist of recognized professionals in the field of historic preservation. The proposed team will include Bert Bender of Bender & Associates Architects, Jim Miller for history and archaeology, and Mark Keister of Atlantic Engineering Services for structural engineering.

A design phase will immediately follow the Historic Structures Report to establish a Phase I construction scope. It is anticipated that the Phase I design documents will be used to establish final construction budgets and lead to a Phase II construction.

The Historic Structures Report will follow the format established by the National Park Service. The anticipated sections are as follows:

TABLE OF CONTENTS

INTRODUCTION Executive Summary Acknowledgments Secretary of Interior's Standards for Historic Preservation Projects

HISTORY & SIGNIFICANCE

CHRONOLOGY

BIBLIOGRAPHY

HISTORIC PERIOD OF CONCERN ADAPTIVE REUSE POTENTIAL

ARCHITECTURAL EVALUATION AND RECOMMENDATION by BUILDING ELEMENT

Evaluation Criteria / Definitions General Description Roof Structure and Roof Covering Foundation and Floor Structure Exterior Structure / Walls 49 Fireplaces and Chimneys Exterior Openings / Doors & Windows Entrances, Porches, Porte-Cocheres 53 Finishes / Details / Embellishments Interior Finishes Interior Openings / Doors and Transoms Stairs Mechanical, Plumbing, and Electrical Systems

STRUCTURAL REPORT Introduction Existing Structural Conditions Evaluation Criteria Existing Structural Conditions Evaluation Structural Photographs

WORK PRIORITIES & RECOMMENDATIONS

COSTS AND BUDGET CONSIDERATIONS

EXISTING CONDITIONS Architectural Drawings, Historic and Present MATERIALS TESTING REPORTS

HISTORIC PHOTOS & HISTORIC RECORDS, REFERENCES AND MATERIALS

10. Scope of Work

List each of the major project elements for the proposed project as described in Question 6. Project Description. Most grants will have from 4 to 12 such elements.

Major Project Elements	Entity Type Responsible
1 History & Archeology research and report	Consultant, Historian/Archeologist
2 Historical Site Assessment and Report	A/E Consultant
3 Architectural Site Work, research and report	A/E Consultant
4 Materials Testing	Engineer/Testing Lab
5 Phase One Design and Construction Documents	A/E Consultant

11. Tentative Project Timeline

Please specify the project start and end month and year below, indicate all major elements of the project for which funding assistance is requested (see your responses), the anticipated time required to complete each of the project elements and the planned sequence of these activities. Starting Date is the project start date. **Projects must be completed. Projects shall begin no earlier than July 1, 2015 and must end no later than June 30, 2017.**

Project Activity	Starting Date	Ending Date
1 Historic Structures Report	July 2015	December 2016
2 Phase One Design and Construction Documents	May 2016	June 2017

12. Public Awareness

Describe project-related activities that will increase project visibility and further the objective of improving public awareness of the project's significance and the importance of preserving your property (if applicable) and other historic properties in your community. *Such activities may include but are not limited to: a series of press releases describing your preservation or exhibit project and its progress, or a public open house at the site of a major archaeological excavation.*

The building is the anchor of Key West's Historic Mallory Square. All historic preservation activities will be highlighted in the local papers: The Key West Citizen, KONK-Life and Conch Color as well as in the Miami Herald papers. Press releases will be provided to all of these outlets as well as public radio, local television stations and the in house TV for our major hotels.

13. Development Projects ONLY

a) Provide the estimated total floor area (square footage) of all floors of the structure (the house or building, for example):

9200

b) Provide the estimated area(s) in square feet for each project element listed in the Scope of Work (floor replacement, repaint walls, reshingle roof). If an element is not measureable in square feet, provide quantities (example: replace 15 door knobs):

The HSR will define the requirements for future structural preservation work on the building. At this time, without the professional review and analysis, the scope of future work is unknown.

c) Will you be hiring or contracting with professional architectural or engineering services to assist with the restoration work?

NOTE: Professional architectural and engineering services are **REQUIRED** if the Scope of Work includes structural work, occupancy classification change (such as from residential to museum) and work that affects life safety (fire protection and egress)

Yes

If yes, the services must be addressed in the Project Budget. *Architectural and engineering fees calculator is available at the Florida Department of Management Services' [Design Professional Fee Guidelines](#) web site.* Please consider using the online estimate service fees rather than providing a quote. A category "C" value is most appropriate for rehabilitations.

Architectural and engineering fees calculator is available at the Florida Department of Management Services' [Design Professional Fee Guidelines](#) web site.

14. Museum Exhibit Projects ONLY

a) Justification of Historical Theme

Explain why this exhibit is important to Florida History.

b) Detailed Description of Project Work

Describe each of the following major elements of the exhibit in sufficient detail to demonstrate how the exhibit will be produced and what methods will be used to achieve your project goals. Include research, artifact selection, text/script development, design, fabrication, installation, educational programming, and promotion. **Include preliminary exhibit design documents, if available.**

c) Educational Programming

Provide detailed plans for programs, workshops, and publications associated with the exhibit.

d) Collections

Describe how artifacts will be used in the project. Please describe in detail the conservation measures to be used in the exhibit to protect the artifacts. If objects are to be loaned from other institutions, please include letters of confirmation from the lending institutions in Attachment G.

e) Exhibit Size/Type

1) What is the planned square footage of the exhibit?

2) Indicate the type of exhibit below:

NOTE : If the exhibit is designed to travel and you have already received commitments from participating institutions and venues, please include them in Attachment G.

f) Key Research and Exhibit Development Personnel

Identify key project personnel, if known. **Include curriculum vitae for key project personnel**. This documentation must clearly demonstrate that project oversight will be provided by a historian meeting the Secretary of the Interior's Professional Qualification Standards for History located at http://www.nps.gov/history/local-law/arch_stnds_9.htm.

Key Project Personnel	Responsibility
-----------------------	----------------

15. Archaeological Projects ONLY

a) Previous Archaeological Site Reports or Surveys

Provide the title, publication date, if applicable, and author or principal investigator of any previous archaeological site reports or surveys of the property. Include one copy of applicable previous site reports and/or surveys.

b) What is the size of the archaeological site to be investigated?

Please specify in # of acres.

c) Statement of Objectives/Research Design

Summarize the research objectives of the proposed project and describe the methods and procedures to be employed. Discuss planned historical and/or archaeological research, field study techniques and sampling designs, techniques of analysis to be employed, plans for report development and distribution, and curation plans for the archaeological specimens and records.

d) Principal Investigator and Key Personnel

Identify the Principal Investigator and key project personnel, if known. **Include curriculum vitae for key project personnel.** This documentation must clearly demonstrate that the Principal Investigator meets the *Secretary of the Interior's Professional Qualification Standards for Archaeology*, located at http://www.nps.gov/history/local-law/arch_stnds_9.htm.

Key Project Personnel**Responsibility****16. Acquisition or Donation of Historic Properties or Archaeological Sites ONLY**

For Acquisition projects, enter the full purchase price of the historic property and the appraised value of the property. For donated properties to be used as match, enter the appraised value of the property.

The maximum grant share for a Historic Property Acquisition project shall not exceed 50% of the value of the property as determined by a complete summary appraisal prepared by a Florida State Certified General Real Estate Appraiser. If the appraisal exceeds \$500,000, a second appraisal must be obtained. In such case, the grant award shall not exceed 50% of the average of the two appraisals.

For acquisition of archaeological sites, the land to be purchased must be demonstrated by professional archaeological survey to contain the archaeological site that is the subject of the acquisition.

Only the purchase of the historic property or archaeological site is eligible for grant funding. All closing costs are the responsibility of the applicant organization.

For the purpose of match, property donation must occur during the grant period. The allowable value of donated property as a contribution to match shall be limited to the value of the historic structure(s) and that area of the land occupied by the footprint of the structure(s). For archaeological sites, the allowable value of donated property as a contribution to match shall be confined to the limits of the archaeological site as determined by professional archaeological survey. This value must be based on a complete summary appraisal prepared by a Florida State Certified General Real Estate Appraiser. The value of additional donated acreage shall not be allowable as contribution to match. Legal fees and other costs associated with the donation are not eligible contributions.

a) Full Purchase Price of Historic Property

\$0.00

b) Prorated Value for Match Contribution ONLY

The value of purchased property will be accepted as a **cash match** contribution, with the following conditions:

The purchased property must be the historic property or archaeological site that is the subject of the project for which grant funds are requested.

Purchase of the property must take place during the grant period.

Only the value of the historic building and its footprint or the portion of the property occupied by the archaeological site is eligible for contribution to the required match. The value must be based on a complete summary appraisal prepared by a Florida State Certified General Real Estate Appraiser.

Legal fees and other costs associated with the purchase are not eligible match contributions.

The value of property purchased via mortgage will be accepted as a cash match contribution with the following conditions:

The purchased property must be the historic property or archaeological site that is the subject of the project for which grant funds are requested.

Purchase of the property and mortgage payments must take place during the grant period.
Only the value of the down payment and any mortgage payments (minus any escrowed insurance and ad valorem payments) is eligible for contribution to the required match.
Legal fees and other costs associated with the purchase are not eligible match contributions.

The value of donated property will be accepted as an **in-kind match** contribution, with the following conditions:

The donated property must be the historic property or archaeological site that is the subject of the project for which grant funds are requested.
Donation of the property must take place during the grant period.
Only the value of the historic building and its footprint or the portion of the property occupied by the archaeological site is eligible for contribution to the required match. This value must be based on a complete summary appraisal prepared by a Florida State Certified General Real Estate Appraiser.
Legal fees and other costs associated with the donation are not eligible match contributions.

Use the following formula to determine the value of cash or in-kind match contribution for donated property:

$$\begin{aligned} &\text{Area of Land in Acres} \times 43,560 = \text{Area of Land in SQ FT} \\ &\text{Appraised Value of Land} \div \text{Area of Land in SQ FT} = \text{Value of Land per SQ FT} \\ &\text{Value of Land per SQ FT} \times \text{Area of Building's First Floor (or Archaeological Site) in SQ FT} = \text{Value of Footprint} \\ &\text{Value of Footprint} + \text{Appraised Value of Building} = \text{Value of Footprint} \end{aligned}$$

1) Area of Land in Acres

2) Appraised Value of Land

\$0.00

3) Area of Building's First Floor (or Archaeological Site) in SQ FT

4) Appraised Value of Building

\$0.00

5) Value of Match Contribution (as calculated with formula provided)

\$0.00

17. Completed Project Activities

Provide a summary of the project-related activities completed at the time of application submittal. Such activities may include architectural studies or plans, preservation planning activities, archaeological research accomplished such as research design or previous excavation or site assessment work, or museum exhibit research and design. Should they have already been completed, your printed architectural project schematics or construction documents or your museum exhibit research and design schematics must be included with this application's supporting materials. (Note: Digital copies of these documents are not acceptable.) See the [Attachment Checklist](#) at the end of this application for more information about documentation requirements.

Briefly describe the Project Activities completed to date below. (Please include the value/amount expended for each and the dates of completion.)

	Activity Description	Date Completed	Cost/Value
Totals			\$0.00

18. Property Ownership

Enter name of the Property Owner and choose the appropriate owner type. If applicant is not the owner of the property, the applicant must secure owner concurrence if the proposed project is site-specific. Use the Signature Form in the [Application Checklist](#) to document Owner Concurrence.

a) Is the Applicant the owner of the property?

No

b) Current Owner

City of Key West

c) Type of Ownership (Select One)

Governmental Agency

19. Threats to the Property

Provide a brief explanation of immediate threats to the historic property, site, or area such as proposed demolition, extensive structural damage, on-going site disturbance for archaeological sites, planned re-zoning, etc.

Documentation of such threats should be included in Attachment J. Examples of documentation to be included are newspaper articles or public notices discussing proposed demolition of the historic site or proposed development directly impacting the site.

Have you included supporting documentation of threats to the property in Attachment J?

No

20. Property or Site Significance (For All Acquisition, Development or Site-Specific Archaeological Projects)

a) For Historic Structures and Archaeological Sites, enter the Florida Master Site File (FMSF) Number (ex. 8ES1234)

Note: The applicant is responsible for submitting a current, complete, and accurate FMSF form. A new FMSF form must be submitted with all applications. If a FMSF form for the property does not currently exist, the applicant is responsible for completing a form and providing the required map and photograph(s). For information and assistance, contact FMSF staff at Florida Master Site File via telephone at 850.245.6440 or 800.847.7278. See <http://www.flheritage.com/preservation/sitefile/> for more information on the FMSF. **Two** copies of an up-to-date FMSF form must be included. One copy will be kept with your application; grants section staff will deliver the second copy to the FMSF. Do **not** submit the FMSF forms to the FSMF office.

MO 2820

b) For Historic Property, Date of the Original Construction (mm/dd/yyyy)

ca. 1889

c) For Historic Property, Date(s) and Description of Major Alterations

The building was altered over the years to accommodate the theater beginning in 1961. Air conditioning and electricity were added, and subsequently became outdated.

in the mid 1970's, the City gave approval to the addition of a shop and dressing rooms to the building (altering shape from rectangular to L-shaped). That work was completed in 1976.

With the support of the Monroe County Tourist Development Council, the building was modified for a new lobby and ADA compliance in 2007, had a new stage and lighting installed in 2010, had a new roof installed in 2011, was totally rewired for electrical service

in summer of 2012, and will have the air-conditioning replaced in the summer of 2015.

d) Original Use of Historic Property

warehouse

e) Current Use of Historic Property

theater

f) Proposed Use of Historic Property

theater

g) For Archaeological Sites, Provide the Cultural Affiliation of the Site and Dates of Use or Occupation

h) Please explain the historic significance for the property/site. Please refer to National Register of Historic Places (NRHP) criteria for eligibility and, if applicable, the NRHP nomination for the property before developing your response to this question. See the official National Register website for criteria at http://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_2.htm for guidance.

The building is a contributing facility to the Key West Historic District. It was originally constructed ca. 1889 as a waterfront warehouse. It anchors Mallory Square and has been the home of the Waterfront Playhouse for the last 50 years. The building shows up on the Sanborn Map of 1889, the earliest available. Constructed of rough coral stone rubble, a lime mortar with plaster on exterior and interior walls, and a timber framed roof, the building represents an important part of Key West's development as an important seaport.

21. Historical Designation

Indicate the type of designation currently held by the historic property or site. For properties or sites that have been listed in the Historic Places (also referred to as the National Register in this application) or are contributing properties or sites within a National Register District, please provide the date that the property, site or district was listed. Indicate each type of **Historical Designation** currently held by the project historic property or site. Select the types of designations held by checking the appropriate box and providing the associated information below.

Indicate each type of Historical Designation currently held by the project historic property or site:

National Register District - Contributing Resources

If you checked Individual National Register, please provide the title of listing(s):

If you checked Individual National Register, please provide the date of listing(s):

If you checked National Register District, please provide the title of listing(s):

Key West Historic District

If you checked National Register District, please provide the date of listing(s):

March 11, 1971

If you checked Individual Local Designation(s), please provide the name of the property:

If you checked Individual Local Designation(s), please provide the Date Designated:

If you checked Individual Local Designation(s), please provide the Designating Entity:

If you checked Local Designated District, please provide the name of the district:

If you checked Local Designated District, please provide the Date of District Designated:

If you checked Local Designated District, please provide the Designating Entity:

22. Local Protection

Indicate the level(s) of local protection currently afforded the historic property or site that is the subject of this funding request. Select the types of protections held by checking the appropriate boxes below.

Local Ordinance

Local Ordinance Design Review

If you checked Conservation Easement, please explain:

If you checked Protective/Restrictive Covenant, please explain:

If you checked Maintenance Agreement, please explain:

If you checked Other, please explain:

23. Annual Visitation

a) What is the estimated or anticipated Annual Visitation for the project property, site, or museum exhibit?

60,000 - 80,000

b) What is the basis of this estimate?

The building is a major element of the Mallory Square area in Key West. Mallory Square is at the heart of our tourist attractions: All passengers from the tour ship traffic visit Mallory Square; major hotels about Mallory Square, there are many shops, restaurants and attractions surrounding the square. Daily foot traffic is constant and considerable.

The Waterfront Playhouse brings over 15,000 into the building for the performances annually (these numbers are substantiated by ticket sales and staff information in support of our performances). In addition, the City of Key West's nightly Sunset Celebrations at Mallory Square bring hundreds nightly or 60,000 to 80,000 annually.

24. Direct Economic Impact

Provide a brief explanation of the **Direct Economic Impact** this project will have on the surrounding community. Include any information regarding number of jobs it will provide, if known.

The funding for this project will be used primarily to obtain contracting services from local A/E experts. Where out of county expertise is required, the personnel will be lodged in Key West for some of the work period. This project will provide a firm analytical basis for follow-on preservation work that will employ more local personnel and will have significant economic impact on the community.

25. Cost of Maintenance

a) What is the anticipated annual cost of maintenance of the subject historic property, archaeological site or museum exhibit on completion of the project?

Current annual maintenance costs for the facility run between \$10,000 and \$15,000 annually. Our capital improvements have, over time, reduced maintenance requirements related to infrastructure such as roofing, electrical, mechanical and plumbing systems.

The structural issues of the walls are more complex than deferred maintenance and cannot be addressed without proper analysis and planning. At this time, we are unable to estimate what the impact of this project will be on our facility maintenance requirements and costs.

b) What is the source of the funding?

All costs of maintenance will be paid by the Key West Players, Inc. under the terms of their lease with the City of Key West. The Key West Players execute significant fundraising activities annually to ensure that funds are available for operation and maintenance requirements. We have had significant support from the community in all our fundraising endeavors.

26. Benefit to Minorities and the Disabled

Briefly describe any direct benefit the project will have on minority groups and/or the disabled. Include any alterations to the site that will make the site more accessible to the public. (1,500 character limit)

Previous projects have made the theater ADA compliant. We also executed the first hearing loop system in South Florida to assist our patrons with hearing disabilities.

27. Educational Benefits

Provide a brief description of the **educational benefits** of this project. Explain how the project will educate the public on issues related to historic preservation, Florida history, and/or heritage preservation.

The publicity surrounding this project will serve to educate the local residents and tourists about the history of the facilities surrounding Mallory Square, the techniques used in their construction and the need for historic preservation as well as the preservation techniques. It will also serve to educate the public about the important period in Key West history when it was a major Florida seaport. We will work with Old Island Restoration Foundation to ensure that the educational benefits are obtained for our facility and the overall historic preservation programs of Key West.

28. Organization Information

a) Organization Name

Key West Players, Inc.

b) Address

PO Box 724

c) City

Key West

d) State

Florida

e) Zip

33041

f) Type of Applicant

Non-Profit Organization

g) Organization/Entity Years in Existence

74

h) Name Organization's Chief Officer

Jeff Johnson

i) Title of Organization's Chief Officer

President

j) Chief Officer's Email Address

jeffjohnson73@me.com

k) Chief Officer's Phone Number

305-394-7445

l) Applicant Organization's Federal Employer ID No.

59-1966652

m) SAMAS No. (State Agencies ONLY)

n) Ending Date Applicant Organization's Fiscal Year (e.g., June 30)

June 30

o) Applicant Organization's Web Site

www.waterfrontplayhouse.org

30. Project Area Population and Representation

Indicate the population of the community and county where the project is located as determined by most recent edition of "Florida Estimates of Population," available at your public library and linked in a) and b) below.

a) Community or City Population ([Find City Population](#))

24,583

b) County Population ([Find County Population](#))

73,560

Please provide the information requested regarding state legislative and congressional representation for the project location. Use the link provided for assistance in finding your legislative information. **Be careful to provide accurate and current information.**

c) State House of Representatives District Number and Name of Representative for Project Location. ([Find Information regarding Representatives](#))

1) House of Representatives District Number(s)

120

2) Representative Name

Holly Raschein

d) State Senate District Number and State Senator for the Project Location ([Find Information regarding Senators](#))

1) Senator District Number(s)

39

2) Senator Name

Dwight Bullard

e) Congressional District Number of U.S. Congressional Representative for the Project Location ([Find Information regarding Congressional Representative](#))

1) Congressional District Number(s)

26

2) Congressperson Name

Joe Garcia

29. Designated Project Contact

The Project Contact is the applicant organization's **primary contact** for the application review process. In addition to being available to answer questions from Division of Historical Resources staff regarding the proposed project and application, the Project Contact is usually the individual who will be administering the project, if it is funded. Please provide the designated Project Contact's name, address, daytime phone number, FAX number and e-mail address in space provided.

Note: If the Project Contact changes after the application is submitted, it is the responsibility of the applicant organization to provide timely notification of such change to the Division.

a) Name

Mary Smith

b) Address

PO Box 724

c) City

Key West

d) State

Florida

e) Zip

33040

f) Daytime Telephone No.

305-295-6660

g) Telephone Extension:

h) Fax Number

305-295-6660

i) Email Address

Email is the Department of State's primary source of contact. It is the responsibility of the applicant to keep this information current at all times.

mhhs1219@live.com

31. Applicant Grant Experience and History

Please provide the following information regarding the applicant's previous grant assistance from the Department of State (DOS), other granting entities, and current administrative support in a-c below.

a) Has the applicant received previous grant assistance from the Department of State (DOS) within the past five years, or does the applicant have any open grants with DOS? Please use the DOS [Grant History Online Search Tool](#) and the Division's [Grant Recipients Online Search Tool](#) to find this information. If yes, please specify the year of the grant award, grant number, grant project name, the DOS Division that awarded the grant, the grant award amount, and its current status.

Yes

If yes, specify the year of the grant period, the project name, the Division that awarded the grant, the amount of the award and current status.

	Year	Grant No.	Grant Project Name	Granting Entity	Grant Amount	Open/Closed
1	2011		Waterfront Playhouse General Program Support	DCA	\$2,697.00	Closed

2	2013	Waterfront Playhouse General Program Support	DCA	\$14,387.00	Closed
3	2014	Waterfront Playhouse General Program Support	DCA	\$15,041.00	Closed
Totals				\$32,125.00	

If yes, please specify the year of the grant award, grant number, grant project name, the granting entity, the grant award amount, and its current status.

	Year	Grant No.	Grant Project Name	Granting Entity	Grant Amount	Open/Closed
1	2015		Waterfront Playhouse General Program Support	DCA	\$76,838.00	Open
Totals					\$76,838.00	

b) Has the applicant received previous grant assistance from entities other than the Department of State within the past five years?

Yes

c) Please list those persons who will be directly involved with the administration of the grant should this application be successful. This should include the Project Contact listed and all other individuals who will have a role in the execution of the grant project. Please list below the individuals' names, roles or titles within the applicant organization (if applicable), percentage of work time dedicated to grant administration, and anticipated duties.

	Name	Role or Title	Percentage of Time
1	Mary Smith	Treasurer, Project Contact	15
2	Gary Symons	Business Manager	10
3	Kevin Melloncamp	VP, Operations	15

Were any of the individuals listed in c above involved with the administration of previous grants listed in questions a) or b)?

Yes

If yes, please indicate which grant(s) and briefly describe their administrative responsibilities. Also, describe any additional grant experience they have in the space below.

Mrs. Smith will review and approve all contracts and expenditures for this project in advance and will subsequently review and approve all documentation of the actual expenditures. She will also prepare and submit reports as required on the financial execution of the project and will ensure that all approvals and reviews are accomplished as required.

Mr. Melloncamp is a licensed contractor who has served as the Vice President for Operations for two years. He will provide our technical oversight of the project and ensure compliance with County and City rules and regulations.

Mr. Symons will support Mrs. Smith with the posting of the detailed transactions into our accounting system and will also support Mr. Melloncamp in his dealings with the City and County authorities and the contractors.

Mrs. Smith and Mr. Symons have performed their functions for all of the State of Florida grants in the last 8 years as well as all of the Monroe County Tourist Development Council grants in support of marketing and the 'brick and mortar' grants that were used for the improvements to the theater beginning with the lobby renovation in 2007.