City of Key West

Project Title: Sustainability Assessment of City of Key West Historic Structures
Grant Number: 26.h.sm.100.063
Date Submitted: Thursday, July 18, 2024
Request Amount: $50,000.00

A. Organization Information Page 1 of 9

Applicant Information

a. Organization Name: City of Key West
b. FEID: 59-6000346
c. Phone number (with extension if applicable): 305.809.3741
d. Principal Address: 1300 White St Key West, 33040
e. Mailing Address: 1300 White St Key West, 33040
f. Website: https://www.cityofkeywest-fl.gov/
g. Organization Type: Municipal Government
h. Organization Category: Government: Other
i. County: Monroe
j. UEI number: WU3HVNKJNKX1
k. Fiscal Year End Date: 09/30

1. Designated Project Contact *

First Name
Alison

Last Name
Higgins

Phone 305.923.1783
Email alison.higgins@inthekeys.org

2. Authorized Official *

First Name
Carolyn

Last Name
Sheldon

Phone 305.809.3741
Email csheldon@cityofkeywest-fl.gov

3. Certified Local Governments (CLG) *

Only governmental entities that are Certified Local Governments (CLG) in good standing are eligible to receive Federal funds for the Survey, Planning, and National Register Nomination project categories. CLGs may also apply for state funds for projects in the Heritage Education category. No more than two (2) applications, one for federal funding and one for state funding, may be submitted under a single application deadline. If your CLG organization has multiple distinct budgetary units, each unit may submit an application pursuant to program guidelines; however, only two applications (as described here) may be submitted using the CLG designation and request a match waiver.

Are you submitting this application using the CLG designation as described above? What is a CLG?

- (●) Yes
- ( ) No

3.1. If yes, is this an application for federal or state funding?

- (●) Federal (Survey, Planning, and National Register Nomination project types only)
- ( ) State (Heritage Education projects only)

3.2. If yes, provide the following:

FL-28

4. Florida-based Accredited Main Street Programs *

Are you an Active Florida-based Accredited Main Street program? Contact the state Main Street Office at FloridaMainStreet@dos.myflorida.com or 850.245.6345 with questions about your organization's status.

- ( ) Yes
- (●) No

5. Applicant Grant Experience and History

5.1. Has the applicant organization received previous grant assistance within the past five years from any source? *

- (●) Yes
- ( ) No

5.2. If yes, for the most recent grants (up to 20), specify the year of the grant award, grant number, grant project name, the granting entity, the grant award amount, and its current status. Make sure to include any grants awarded by the Division or other State grants.

#	Previous Grant Year	Previous Grant Number.	Previous Grant Project Name	Previous Granting Entity	Previous Grant Amount	Open/Closed
1	2010 – 2011	F1005	Key West Historic Resource Survey 2011 Project	Florida Department of State, Division of Historical Resources	$50,000	Closed
2	2011 – 2012	F1105	Key West Historic Resources Survey Project	Florida Department of State, Division of Historical Resources	$46,944	Closed
3	2013 – 2014	FY2013	Bulletproof Vest Partnership	Bureau of Justice Assistance	$13,803	Closed
4	2014 – 2015	LP44030	Florida Keys Wastewater Improvements	Florida Department of Environmental Protection	$3,000,000	Closed
5	2016 – 2017	FM 438684-1-18-01 / G0E32	Bicycle and Pedestrian Master Plan	Florida Department of Transportation	$250,000	Closed
6	2017 – 2018	FM 440023-1-18-01 / G0O97	Bahama Village Cultural Resource Assessment	Florida Department of Transportation	$383,781	Closed
7	2018 – 2019	EMW-2019-PU-00312-S01	Port Security Grant Program – Purchase of small unmanned aircraft system and 3D laser scanner	Department of Homeland Security / Federal Emergency Management Agency	$102,791	Closed

8	2020 – 2021	P0401	Post Disaster Recovery and Reconstruction Plan	Florida Department of Economic Opportunity	$44,000	Closed
9	2020 – 2021	NA18OAR4170080	Keyswide Home Elevation Education and Organization	University of Southern Mississippi	$28,500	Closed
10	2020 – 2021	N/A	COVID-19 Provider Relief Fund	US Department of Health and Human Services	$30,576	Closed
11	2021 – current	FM 435497-2-58-01 / G1X00	Southard Street Resurfacing and Sidewalks	Florida Department of Transportation	$999,409	Closed
12	2021 – current	4337-501-R	Force Main Relocation	Florida Division of Emergency Management	$540,844	Open
13	2022 – current	MT010	Key West Comprehensive Adaptation and Resilience Implementation Plan	Florida Department of Economic Opportunity	$500,000	Open
14	2022 – current	MT011	Duval Street Economic Corridor Resiliency and Revitalization Plan	Florida Department of Economic Opportunity	$500,000	Open
15	2022 – current	MT050	Fogarty and 3rd	Florida Department of Economic Opportunity	$6,336,165	Open
16	2022 – current	22-CV-S14	John Jones Navigation Center	Florida Department of Economic Opportunity	$4,300,000	Open
17	2022 – current	22PLN64	Key West Comprehensive Adaptation and Resilience Implementation Plan	Florida Department of Environmental Protection	$905,500	Open
18	2023 – current	2985	Southernmost Plaza	Monroe County Tourist Development Council	$1,000,000	Open
19	2023 – current	EMW-2023-PU-00396-S01	Mobile Command Center and Communications Backup	FEMA/DHS Port Security Grant Program	$944,819	Open
20	2023 – current	IR2063-23-01	Key West Wastewater Resilience Plan	US Department of Defense Office of Economic Adjustment	$404,460	Open

5.3. Has the applicant applied for additional grant assistance from other State or Federal funding sources, including from other divisions of the Department of State, for the same Scope of Work activities within the same fiscal year?

- ○ Yes
- ◉ No

5.4. If yes, for the most recent grants (up to 20), application specify the grant project name, the granting entity, the grant program, the grant request amount, date of application, and its current status

#	Grant Project Name	Granting Entity	Grant Program	Grant Request Amount	Date of Application	Current Status

6. Proposed Project Team *

#	Name	Project Role Title	Email	Phone/Ext.

1	**Alison Higgins**	**Designated Project Contact/ Sustainability Coordinator**	**Ahiggins@cityofkeywest-fl.gov**	**305.809.3726.____**
2	**Carolyn Sheldon**	**Grants Admin/Senior Grant Administrator**	**csheldon@cityofkeywest-fl.gov**	**305.809.3741.____**
3	**Enid Torregrosa**	**Preservation Planning/Historic Preservation Planner**	**etorregrosa@cityofkeywest-fl.gov**	**305.809.3973.____**
4	**Janice Slivko**	**Preservation Planning/Preservation Inspector**	**janice.slivko@cityofkeywest-fl.gov**	**305.809.3978.____**
5	**Karen Wilman**	**Architectural Engineering Review/ Senior Construction Manager**	**Karen.wilman@cityofkeywest-fl.gov**	**305.809.3963.____**
6	**Gary Moriera**	**Facility Management/ Senior Property Manager**	**Gary.moreira@cityofkeywest-fl.gov**	**305.809.3783.____**

7. Applicant staffing and hours *

Select the option that best describes your organization.

- (●) Organization is open at least 40 hours per week and has at least one paid staff member in a management position
- ( ) Organization has some paid staff but they are not full-time
- ( ) Organization is open part-time and has volunteer staff

B. Project Information Page 2 of 9

1. Project Type *

Select the project type for which grant funds are requested. If you are unsure of which type to select, please refer to the definition beneath each project type. If the incorrect project type is selected for the proposed scope of work, the application will be declared ineligible. Projects involving Development activities must apply for Special Category grant funding.

○ Survey Project

Survey projects to identify, document, and evaluate historic and archaeological resources in Florida. These resources shall be investigated for the purpose of defining historic districts or zones or for updating previous surveys. Ground disturbance of archaeological resources is limited to Phase I investigations to locate and define the boundaries of the site(s).

◉ Planning Project

Planning projects necessary to guide the long term preservation of historic resources or a historic district, including preparation of historic structures reports, condition assessments, architectural drawings and construction documents, predictive modeling, preparation of preservation or management plans, and design or preservation guidelines. Planning activities on historic Religious Properties shall be limited to building exterior envelope and structural elements of the building, excluding accessibility upgrades.

○ National Register Nominations Project

Projects that prepare a nomination to the National Register of Historic Places for an individual Historic Property or a nomination for a historic or archaeological district or a thematic or multiple resource group nomination. The resource(s) or proposed district must have been determined eligible for the National Register of Historic Places by the Division prior to applying for the grant. Preparation of National Historic Landmark designation nominations shall not be allowable for Small Matching grant funding.

○ Heritage Education Project

Projects aimed at increasing public understanding and awareness of the history of Florida and the importance of its historical and archaeological resources and their preservation, either in general or for specific sites, properties or collections. This may include proposals such as walking tours brochures, education material for school children, interpretive signage, videos illustrating historic preservation principles, small educational exhibits, preservation of historical records through digitization and educational apps related to the history of Florida and/or its historical and archaeological resources. Exhibits must not be permanently affixed to the building.

○ Historical Marker Project

Projects which assist with the acquisition of state markers for which texts (monolingual or bilingual) have been approved by the State Historical Marker Council prior to applying for the grant.

2. Project Title and Location Information

The title should reflect the name of the property, site, area and/or the goals of the proposed project. The title should be consistent with previous applications/awards. (For example, Pensacola Maritime Heritage Trail, Archaeological Survey of Deering Estate, etc.)

2.1. Project Title *

Sustainability Assessment of City of Key West Historic Structures

2.2. Name of Property (If applicable)

Key West Aquarium and Hospitality House

2.3. Street Address (primary location where the proposed project will be carried out)

Key West Aquarium - 1 Whitehead Street, Key West, FL 33040, Hospitality House – Wall Street, Key West, Fl 33040

2.4. City (location of the proposed project)

Key West

2.5. Primary County (location of the proposed project) Monroe

3. Physical Context of Resource (Maximum characters 500)*

Describe the physical context of the resource(s). Some questions to consider include: Is the property secluded? Or in an urban environment? What sort of resources are nearby? Where is the property in relation to historic districts or Main Street program areas?

The selected buildings (Aquarium and Hospitality House) are among the oldest structures owned by the City of Key West. In Mallory Square, these buildings still maintain their original architectural characteristics and their historic significance as part of the maritime and mercantile activities that once drove the island's economy. Located in Mallory Square, Sunset Celebration has been performed continuously for more than 50 years and is one of the island's most popular attractions.

C. Historical Significance

1. Historical Designation

Indicate the type of historical designation currently held by the historic resource(s) that are the subject of the project, if any. For properties or sites that have been listed in the National Register or are contributing properties or sites within a National Register District, provide the date that the property, site or district was listed. Should you have questions regarding the National Register status of a property or site, contact the Division's National Register Staff at 1.800.847.7278 or 850.245.6300.

1.1. Type of Historical Designation *

- [x] National Register District - Contributing Resources
- [x] Local Designated District - Contributing Resources

1.2. Historical Designation details

#	Property Name	Date Designated
1	Key West Historic District	3/11/1971

2. Historical Significance

2.1. Explain the historic significance for the property, site, information or resource(s) that is the subject of the proposed project - (Maximum characters 1500.)

The Key West Aquarium, a significant city attraction, was built during the Great Depression by the Works Progress Administration (WPA) to create jobs. Established in 1935, the WPA was a New Deal agency that employed millions on public works projects. The Aquarium, one of the WPA's earliest projects, opened in 1935 as the first roofless aquarium in the U.S., utilizing natural light to illuminate marine displays. During World War II, the U.S. Government repurposed the building as a practice firing range for military forces. Post-war, in 1946, the Aquarium was restored and reopened, with a roof added in the 1960s to reduce algae growth and support modern utilities. Today, it remains operational and is listed in the Florida Master Site File Inventory of Historical and Cultural Resources.

The Hospitality House, an example of Old Key West frame vernacular architecture, was built around 1889 following the Great Fire of 1886. Initially, it served as the Southern Express Company's first Key West office and later as a ticket office for Mallory Steamship Lines. In 1961, the building was moved and renovated by the Old Island Restoration Foundation, Inc., including new foundation piers, red tiles, and upgraded wiring. Vacant since the Foundation relocated, it is listed in the Florida Master Site File Inventory and documented by the Historic American Building Survey in the Library of Congress.

2.2. For projects associated with Historic Structures and Archaeological Sites, enter the Florida Master Site File (FMSF) Number (ex. 8ES1234). For multiple site forms, separate with a semicolon (;). If no FMSF form exists, applicants may be required to complete one as part of the requirements in a grant award agreement.

Aquarium - FMSF Mo 00999, Hospitality House - FMSL Mo 00219

2.3. For Historic Property, Indicate Year of the Original Construction (enter Year only)

Aquarium - 1934, Hospitality House - c. 1887

2.4. For Archaeological Sites, provide the Cultural Affiliation of the Site and Dates of Use or Occupation - (Maximum characters 300.)

N/A

D. Project Specifics Page 4 of 9

1. Professional Services

All grantees are required to use the services of qualified professionals in order to carry out the scope of work of their projects (exception Historical Marker projects).

1.1. Professional services

☑ **Professional services will be hired using grant funds or match. (Make sure to include those services in your scope of work and budget)**

1.2. If no professionals are to be utilized, explain why. (Maximum characters 500)*

2. Scope of Work - (Maximum characters 5000.) *

In the space provided below, briefly describe the scope of work for the project for which funding is requested. List the work items that will be completed during the grant period using the funds requested and the required match.

The City of Key West requires the services of a qualified Architectural/Engineering firm to produce Condition Assessment Reports for City-owned Historic Structures listed in this Scope of Work. These assessments will establish a baseline of existing conditions for the listed structures as related to climatological resiliency and their ability to withstand other- than-normal wind, water, flood and compromised utility conditions. Completed Assessments will allow the City to prioritize future funding for rehabilitation and upgrade of at-risk structures.

1. Summary Scope of A/E Tasks

1.1 The Architect/Engineer shall conduct data gathering and observations for each listed structure in order to prepare a comprehensive and annotated narrative of the conditions of the structures as related to climatological resiliency (wind, water, flood, energy and sustainability).

1.1.1 The AE shall make any site visits, attend required meetings, and utilize the services of other professional consultants as required to execute specific parts of the Work described herein.

1.1.2 Conduct site visit to verify assess existing conditions of the structures included in the Scope of Work. Assessment should include, but not be limited to, discussion of primary elements and systems for each structure. Elements include foundation, envelope components; structural components; window and doors roof assembly, roofing, utility feeds and distribution including back-up systems.

1.1.3 The Assessment should describe each element or systems in terms of material and conditions and should also identify any special conditions such as severe deterioration, missing or damaged components. Assessments shall be accomplished via visual inspection and investigation as well as study of on-hand available documentation.

1.1.4 Assessment should include recommendations increasing the resiliency of the structure to withstand major climatological occurrences.

1.1.5 Assessment should include rough-order-of-magnitude costs for each recommended action.

1.1.6 Assessment should include an Executive Summary of all findings and recommendations.

1. Scope of Work Specifically, the effort includes, but is not limited to:

2.1 Code, Guideline and Standard Verification. As a first task the A/E will review and compile the current applicable codes and standards for each structure. This annotated list will be included in the final assessment report.

2.2 Survey: Conduct surveys to determine all information necessary to develop and present a complete condition survey of each structure. The survey should clearly show all conditions existing at the site to include architectural, structural, mechanical, electrical, plumbing, security and fire protection and backup systems, if any.

2.3 Presentation of findings; the Scope of Work includes the submission of an Assessment Report for each structure. Report shall include but not be limited to location and site plan, architectural drawings if available, photographs documenting important elements of the structure and narrative of all findings, an executive summary and preliminary cost estimate.

2.4 Structures included in the Scope of Work include (in priority order)

2.4.1 Key West Aquarium (Base Contract)

2.4.2 Hospitality House (Base Option)

1. Other Project Requirements

3.1 Confidentiality of Data: All information related to this project or to any City of Key West Facility made available to or developed by the Architect/Engineer including: site plans, building plans, sections, details, specifications, calculations, security systems information and other data gathered from existing conditions surveys or from the City of Key West records shall remain the exclusive property of the Smithsonian and must be kept strictly confidential. Dissemination of these materials to persons other than the consultants who are part of the Architect/Engineer project team is strictly prohibited.

3.2 Sustainability: The City of Key West is committed to the preservation of our environment and considers sustainable design an integral part of basic A/E services. The A/E shall incorporate sustainable design principles in the recommendations made in the assessments for this project to the greatest extent possible.

1. Deliverables

4.1 For all submissions the Architect/Engineer shall provide PDF files to the project manager

4.2 Provide the following deliverables in accordance with the project schedule:

4.2.1 Codes, Guidelines and Standards Verification Electronic files for all documents

4.2.2 Draft Report Submission Report with findings of existing conditions, recommended treatment options including draft executive summary and cost estimates. Electronic files for all documents (PDFs).

4.2.3 Cost Estimate will be provided in PDF and Native File formats.

4.2.4 FINAL REPORT SUBMITTAL

4.2.4.1 Final Report incorporating all review comments with Executive Summary, Findings of Existing Conditions, Recommended Treatment Options with summary Cost Estimates.

4.2.4.2 Electronic files for all documents (PDF and native formats).

4.3 Electronic Deliverables: Provide electronic deliverables in the following formats for each submission. The current versions shall be determined by the Project Manager.

Specifications:	**Microsoft Word**
Spreadsheets:	**Microsoft Excel**
Reports and Presentations:	**Microsoft Word, Microsoft PowerPoint, PDF Photographs: JPEG**
Schedules:	**Microsoft Project**
Cost Estimate:	**Microsoft Excel and Adobe PDF.**

3. Tentative Project Timeline (remember this is a 12 month grant period) *

Please specify the start and end month and year below; indicate all major elements of the project for which funding assistance is requested, the anticipated time required to complete each element, and the planned sequence of these activities. Grants, if awarded, will begin July 1 of the year funds are appropriated. Projects should be completed within 12 months.

#	Work Item	Starting Date	Ending Date
1	Subrecipient Agreement	7/1/2025	8/31/2025
2	Procurement	9/1/2025	10/31/2025
3	Notice to Proceed	11/1/2025	11/2/2025
4	Project Kick-off with PM and Stakeholders	11/3/2025	11/4/2025
5	Code Review Survey, Existing Conditions Documentation	11/5/2025	11/18/2025
6	Summary Report of Findings and Recommendations along with ROM ESTIMATE	11/19/2025	12/9/2025

7	Submission of draft report for Review and Comment	12/10/2025	12/23/2025
8	Final Submission report with integrated Review Comments	12/24/2025	1/6/2026
9	Project Closeout	1/7/2026	2/7/2026

4. Planning Projects

4.1. How will the product(s) be made available to others in the community? - (Maximum characters 500.)

The Key West Aquarium opened in 1935 and is the city's oldest museum. The grant products will be shared with Aquarium leadership and stakeholders to address sea level rise and environmental concerns, ensuring continued preservation and community engagement.

The Hospitality House faces threats from environmental events. Grant products will be shared with local commissions, boards, and stakeholders to address sea level rise and environmental concerns, ensuring informed preservation efforts.

4.2. Local Protection *

- [x] Local Ordinance Design Review
- [x] Other

5. Heritage Education Projects

5.1. How many minutes/pages is the product(s)?

For example: "3 page brochures, 30 minute videos, 1 website, etc."

5.2. How many copies of the product(s) will be produced?

5.3. Explain how the project/product(s) will be distributed. - (Maximum characters 500.)

(Products should be distributed free of charge.)

6. Does the proposed project entail a partnership with any other local entity?

- ○ Yes
- ◉ No

6.1. If yes, describe their participation to date and anticipated further participation in this project.

7. Need for Project (Maximum characters 1500.)

Discuss the need for the proposed project or activity, as it relates to the preservation of the history of Florida and/or its historical and archaeological resources, including any immediate threats to the historical property/ies, historic resources or materials, archaeological sites or historical information that is the subject of the proposed project. Documentation material, such as newspaper articles, are to be uploaded in the Support Materials section of this application.

Aquarium - The Aquarium is a unique and highly visible historic resource within the city of Key West as well as the state of Florida. There has been a long-identified need and desire by the city for the restoration and protection of the historic fabric of the Aquarium from detrimental storm and tidal surge damage. Historic masonry walls, historic wood doors and original windows, as well as live marine exhibitions, are under constant threat posed by sea level rise and increased storm intensity. This project will allow for the improvement and upgrade of resiliency of the technical operating systems including salt water filtration and climate control systems required to operate the resources that support the Aquariums programs and activities.

Hospitality House – This pristine and well-preserved example of Key West frame vernacular architecture is under constant threat from the devastating effects of storm and tidal surge damage. This project will allow for the improvement and upgrade of resiliency of the structure to continue to preserve and protect this important historic Florida cultural resource.

E. Budget and Match Page 5 of 9

1. Rural Economic Development Initiative (REDI) Waiver of Match Requirements *

Applicants with projects located in counties or communities that have been designated as a rural community in accordance with Section 288.0656 and 288.06561, Florida Statutes, may request a waiver of matching requirements. (Waivers are not available for Historical Marker Project types. State agencies, state colleges, and state universities are not eligible for a REDI match waiver, regardless of project location.)

Are you requesting a waiver?Is my project in a REDI Community?

- ○ Yes
- ◉ No

1.1. Are you a state agency, state college, or state university?

- ○ Yes
- ◉ No

2. Project Budget and Match

2.1. Grant Funds and Match *

List the work items with their associated estimated expenses and how they will be paid (from match, the grant or both). Only include expenses that are specifically related to the project. If professional services are to be paid with grant or match funds, include those costs as a separate item in the budget. Refer to the program Guidelines for examples of non-allowable expenses (available at dos.myflorida.com/historical/grants). Expenses may include an actual amount to be paid or the value of an in-kind contribution.

Small Matching grants require a 100% (i.e., 1:1) match unless exempted by the program guidelines. Applicant Organizations that are Florida Certified Local Government (CLG), or Florida-based, Accredited Main Street communities, and projects for National Register of Historic Places Nominations are not required to provide a match. Applicant Organizations applying for projects located in REDI areas are not required to provide a match (exception: Historical Marker Projects and applicants that are agencies of state, state colleges and state universities are not eligible for the REDI match waiver).

Round amounts to the nearest dollar. Rows must have a value in Grant Funds, Cash Match or In-Kind Match. If all three columns are 0 or blank, the row will not be saved.

The amount of grant funds requested in this application will be the total in the "Grant Funds" column. The total amount of the "Cash Match" column must equal or exceed 25% of the total combined match (cash and in-kind).

#	Work Item	Grant Funds	Cash Match	In-Kind Match	Total
1	Code Review, Survey & Existing Conditions Documentation	$23,000	$0	$0	$23,000
2	Submission of Draft Report	$16,000	$0	$0	$16,000
3	Final Report	$11,000	$0	$0	$11,000
	Totals:	$50,000	$0	$0	$50,000

2.2. Grant Funds Requested:

$50,000

2.3. Total Match Amount:

2.4. Project Total Budget:

$50,000

2.5. Additional Budget Information/Clarification

Use this space to provide additional detail or information about the proposal budget as needed. For example, where the relationship between items in the budget and the objectives of the proposed project may not be obvious, provide clarification regarding the necessity for or contribution of those work items to the successful completion of the project.

3. Completed Project Activities

#	Activity Description	Date Completed	Cost Value

4. Operating Forecast. - (Maximum characters 500.)

Describe source(s) of funding for necessary maintenance, program support, and/or additional expenses warranted to sustain the proposed project after the grant period.

The Historic Key West Aquarium and Hospitality House are notable properties leased from the City. Tenants are responsible for maintenance and program support. Food and retail sales from these buildings provide essential support for the sustained use and preservation of these historic sites. Once the Adaptation Survey Reports are available, the City will work closely with tenants to develop individual funding plans. Major construction projects will be financed to protect the heritage of these buildings.

F. Property Information Page 6 of 9

1. Property Ownership (for site-specific projects).

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 Property Owner concurrence. The applicant shall provide a letter from the Property Owner that documents that the applicant has the permission of the Property Owner of record to conduct the proposed project on the owner's property and that the Property Owner is in concurrence with this application for grant funding. This letter shall be uploaded in the Support Materials section of this application. If the property for which grant funding is requested is leased by the Applicant Organization, the lease agreement must be dated, signed and submitted at the time of the application submission, with the required Owner Concurrence Letter attachment to the application.

1.1. Does your organization own the property? *

- (●) Yes
- ( ) No
- ( ) Not Applicable

1.2. Property Owner

City of Key West

1.3. Type of Ownership

- ( ) Non-Profit Organization
- ( ) Private Individual or For-Profit Entity

Note: Properties owned by private individuals or for-profit entities are not eligible for grant funding with the exception of site-specific archaeological projects that entail fieldwork being undertaken by an eligible applicant organization.

- (●) Governmental Agency

2. Religious Affiliation

2.1. Is the Property Owner a religious institution or affiliated with a religious institution?*

- ( ) Yes
- (●) No
- ( ) Not Applicable

G. Impact Page 7 of 9

1. Annual Visitation

1.1. What is the estimated or anticipated Annual Visitation for the project property or site?

For education products, please list the estimated annual distribution, downloads, or web hits.

Aqu-125,000, Hosp-275,000

1.2. What is the basis of these estimates? - (Maximum characters 200.)

These estimates are based on the Aquarium's ticket sales (125,000) and the proximity of the Hospitality House to the Mallory Square, which attracts 275,000 visitors annually.

2. Anticipated Economic Impact - (Maximum characters 1500.) *

Explain 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 restoration and preservation efforts at the Historic Key West Aquarium and the Historic Key West Hospitality House are expected to bring several positive economic effects to the surrounding community. These projects will create numerous job opportunities, requiring skilled laborers including architects, engineers, construction workers, and craftsmen throughout the design and implementation phases. This influx of employment will not only provide income for local workers but also boost economic activity in the area.

Restoring these historic structures will contribute to the growth of tourism in Key West, encouraging a higher spend per visit. Known for its rich history and cultural attractions, the enhanced preservation of these buildings will attract more tourists, who will be drawn to their well-maintained and aesthetically pleasing aspects. This surge in tourism-related spending will have a ripple effect on adjacent areas like Mallory Square and local businesses, including accommodations, restaurants, retail establishments, and tour operators, all of which will experience increased demand for their services.

Furthermore, the project will bolster heritage-based tourism in Key West, offering unique and authentic experiences to visitors interested in history, architecture, and cultural heritage. This form of tourism will likely include activities such as museum visits, guided tours, and participation in cultural events, which will further contribute to the local economy, support local businesses, and create additional employment opportunities for residents.

3. Benefit to Underrepresented Communities - (Maximum characters 1500.) *

Describe any direct benefit the project will have on underrepresented communities, such as minority groups and/or people with disabilities. If project includes media content, describe accessibility methods to be used (e.g. voice over, closed captioning, etc.)

The project at the Historic Key West Aquarium and the Historic Key West Hospitality House aims to benefit underrepresented communities, including minority groups and people with disabilities. This project aims to ensure accessibility and inclusivity within these restored historic structures. In terms of physical accessibility, ramps, elevators, and accessible pathways will be installed to make these buildings compliant with accessibility standards. As a result of these improvements, individuals with disabilities will be able to navigate and enjoy the spaces, creating a more inclusive environment.

Moreover, underrepresented communities are prioritized in the decision-making process. Community members, including minority groups, are actively sought out for input and feedback to ensure their perspectives and needs are incorporated into planning and implementation. Involving these communities early on allows the project to better address their concerns and interests.

Restoration of the Historic Key West Aquarium and Hospitality House may also have positive impacts on local communities, including minority groups. In addition to creating job opportunities, the initiative can provide training programs for underrepresented communities. This project promotes economic empowerment and social inclusion within these communities by prioritizing local hiring and workforce development.

4. Educational Benefits and Public Awareness - (Maximum characters 1500.) *

Explain how the proposed project will educate the public on issues related to historic preservation, Florida history, and/or heritage preservation.

The proposed project involving the Historic Key West Aquarium and the Historic Key West Hospitality House will educate the public on historic preservation, Florida history, and heritage preservation. It aims to contribute to a broader understanding of the importance of sustainability in preserving built heritage by emphasizing the link between resilience and historic preservation.

Ensure long-term sustainability and viability of historical structures is a key component of this initiative. Assessing the sustainability of the Historic Key West Aquarium and the Historic Key West Hospitality House will raise awareness about the importance of enhancing their resilience. Florida faces climate-related risks such as hurricanes, flooding, and other environmental challenges.

Public engagement initiatives will educate the community about the buildings' unique architectural qualities. By emphasizing their resiliency as an integral part of historic preservation, sustainable practices will effectively communicate the importance of protecting and conserving cultural heritage.

Additionally, the project will provide educational resources and outreach programs that engage the public in discussions about Florida's history, the maritime industry, and the economic and cultural importance of these buildings. As a result of highlighting the importance of these structures in the island's economy, the project aims to foster a greater appreciation and sense of pride in the community.

H. Support Materials Page 8 of 9

1. Non-Profit Status

Provide documentation of the applicant's active status as a Florida non-profit corporation with the Division of Corporations, Florida Department of State, which can be obtained at: http://www.sunbiz.org by searching the corporate name.

File Name	File Size	Uploaded On	View (opens in new window)
Sunbiz.pdf	357 [KB]	6/2/2024 4:56:46 PM	View file

2. Florida Substitute W-9 Form

Available at DFS website https://flvendor.myfloridacfo.com. Note that this is a state form, NOT your Federal W-9.

File Name	File Size	Uploaded On	View (opens in new window)
Substitute W-9.pdf	34 [KB]	6/2/2024 4:57:10 PM	View file

3. Documentation of Confirmed Match

Consult the program Guidelines for suitable documentation evidencing match (FLheritage.com/grants/)

File Name	File Size	Uploaded On	View (opens in new window)
Documentation of Confirmed Match.pdf	466 [KB]	6/2/2024 4:59:48 PM	View file

4. Letters of Support

Additional letters may be submitted directly to the Division but must be received one month prior to the public meeting where the applications will be reviewed and scored.

File Name	File Size	Uploaded On	View (opens in new window)
Letters of Support.pdf	863 [KB]	6/2/2024 5:04:26 PM	View file

5. Photographs

Photographs are used to further inform Panelists and should relate to the proposed project, depicting the associated property, site, resources, or collection in its current state. Historical images are also welcome.

File Name	File Size	Uploaded On	View (opens in new window)
Photographs.pdf	1833 [KB]	6/3/2024 9:42:08 AM	View file

6. Representative Image

Upload a single representative image of the property or project to be used in the application review meeting that conveys the theme or purpose of the proposed project. For projects directed at historic properties or sites, this should be a recent image of the front of the building or site.

File Name	File Size	Uploaded On	View (opens in new window)
Representative Image.pdf	3508 [KB]	6/2/2024 5:24:20 PM	View file

7. Proposed Project Team Support Documents

Provide the curricula vitae/resumes of the proposed project team as listed in Section A.6 of the application.

File Name	File Size	Uploaded On	View (opens in new window)
Proposed Project Team Supporting Documentation.pdf	636 [KB]	6/2/2024 5:15:02 PM	View file

8. Florida Historical Marker Council Support Documents (for Historical Marker Projects only)

9. National Register Eligibility Determination Documents (for National Register Nomination Projects only)

Submit evidence of review and determination of eligibility by the Division of Historical Resources, Bureau of Historic Preservation, Survey and Registration Section. This determination shall be no older than two years prior to the date of application submission. Survey and Registration can be contacted at NationalRegister@dos.myflorida.com or 850.245.6333. Please allow approximately two weeks for processing your request for a review to be completed.

10. Research Design that meets the Preservation Standards (Archaeological Survey Projects only)

11. Documentation of Need

File Name	File Size	Uploaded On	View (opens in new window)
Documentation of Need.pdf	26 [KB]	6/3/2024 9:48:31 AM	View file

12. Local Protection (for Survey, Planning and National Register Nominations Projects only)

Provide copies of any documents that provide local protection of the project site

File Name	File Size	Uploaded On	View (opens in new window)
Local Protection.pdf	7333 [KB]	6/3/2024 10:05:24 AM	View file

13. Owner Concurrence Letter (for site-specific projects only)

Provide a letter that documents that the applicant has the permission of the owner of record (if the Property Owner is not the applicant) to conduct the proposed project on the owner's property, that the owner is in concurrence with this application for grant funding, and documentation that the owner is a non-profit organization or agency of government. If the property for which grant funding is requested is leased by the Applicant Organization, the lease agreement must be dated, signed and submitted at the time of the application submission, with the required Owner Concurrence Letter. Note that, for other than site-specific archaeological projects that entail fieldwork being undertaken by an eligible applicant, the owner must be a Non-profit Organization or agency of government.

14. Optional Materials

File	Title	Description	Size	Type	View (opens in new window)
Optional Materials.pdf	Optional Materials		2875 [KB]		View file

14.1.

I. Review and Submit Page 9 of 9

1. Review and Submit

☑ **I hereby certify that I am authorized to submit this application on behalf of City of Key West and that all information indicated is true and accurate. I acknowledge that my electronic signature below shall have the same legal effect as my written signature. I am aware that making a false statement or representation to the Department of State constitutes a third-degree felony as provided for in s. 817.155, F.S., punishable as provided for by ss. 775.082, 775.083, and 775.084.**

1.1. Guidelines Certification

☑ **I hereby certify that I have read and understand the guidelines and all application requirements for this grant program as outlined under section , Florida Statutes 1A-39.001 and 1A-39.001, Florida Administrative Code.**

1.2. Signature (Enter first and last name)

Carolyn Sheldon