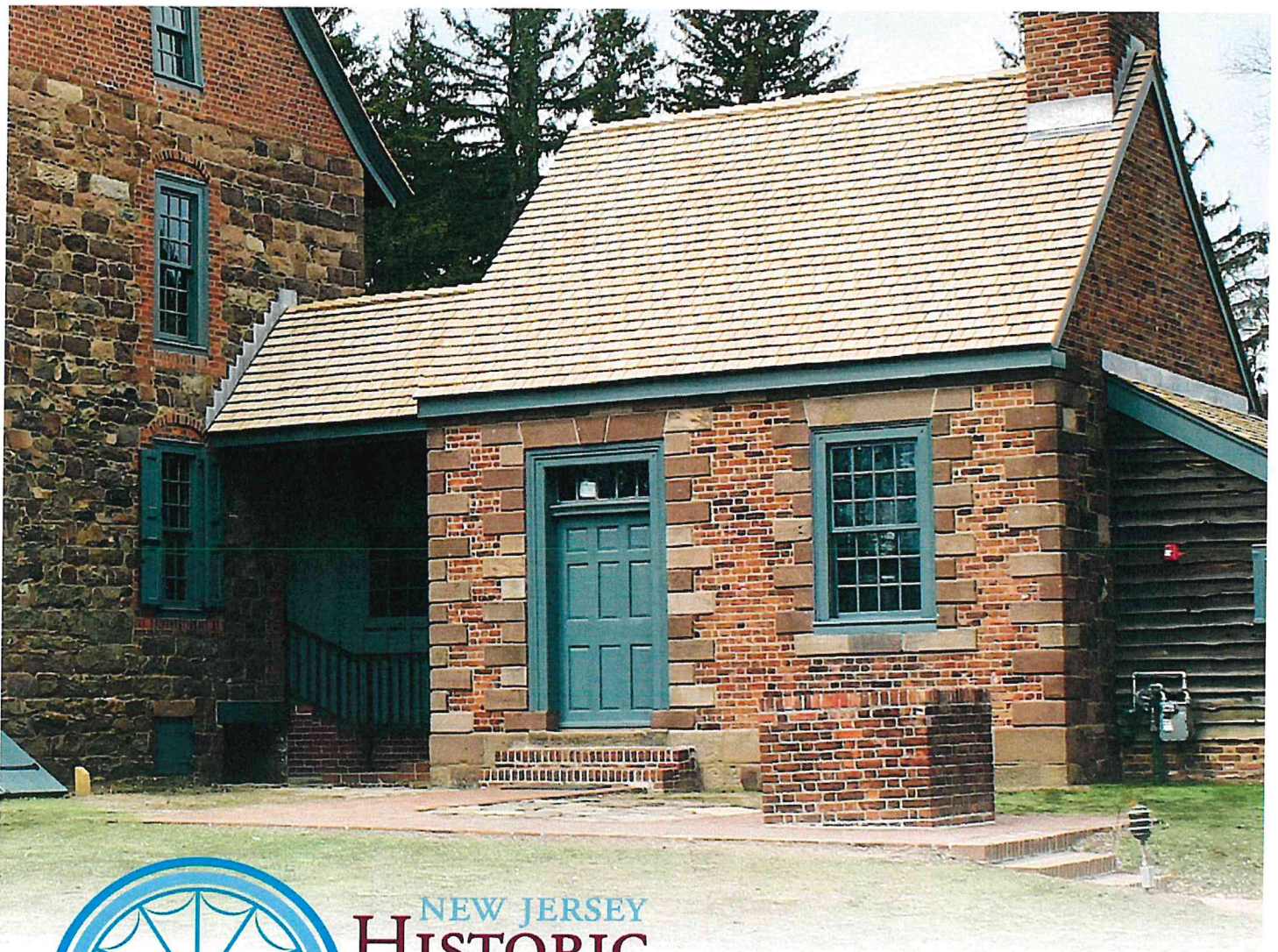




PRESERVE NEW JERSEY
HISTORIC PRESERVATION FUND

2021 GRANT APPLICATION CAPITAL LEVEL I & II

Applications due by 4:00 p.m., Thursday, April 29, 2021

www.njht.org
njht@dca.nj.gov
(609) 984-0473



Instructions

All questions with an * are *required*. Some questions are only required if you gave a certain answer in a previous question. Those are denoted with a +.

Make sure to adhere to the maximum word limits on all questions. You will not be able to enter more than this in the online application, and evaluators will not consider answers that exceed the limit.

All applicants should read the [Grant Guidelines](#) (pdf) carefully before applying. The guidelines include important information about eligible applicants and activities, criteria for evaluation, schedule for review, and more.

In addition to the application, you will need to submit a USB drive of supporting documentation to the Trust office by the application deadline. A Supporting Documents Checklist is included at the end of this application. The end of each section also has a list of supporting documents for that section.

The [Governing Body Resolution](#) (Word doc) and [Applicant Assurances](#) (Word doc) are required as part of Attachment A on the USB drive.

[Owner Assurances](#) (Word doc) are required as part of Attachment B for any properties not owned by the applicant. Additionally, for those applicants who do not own the property and do not have a long-term lease (minimum of 15 years), the [Owner Authorization form](#) (Word doc) is required as part of Attachment B.

Whether you are submitting the application online or have been given permission to submit as a Word document, ***do not wait until the last minute!*** There are bound to be glitches. Start early to avoid missing the deadline.

Applications and USB drives are due to the Trust office by **4:00 pm on April 29, 2021**, no exceptions.

Eligibility Questions

Please answer the following pre-application questions to determine eligibility for the grant program.

Is the applicant an entity of county, municipal, or state government OR a 501c tax-exempt organization in compliance with NJ charity registration laws?

☒ Yes

☐ No

Does the applicant own the property(ies) OR have a long-term lease (15 years) that gives the applicant permission to conduct the proposed activities?

☒ Yes

☐ No

Is the resource either individually listed or considered eligible for individual listing in the New Jersey or National Register of Historic Places or a contributing resource to a NJ or National Register-listed or eligible historic district?

☒ Yes

☐ No

If you have answered no to one or more of the eligibility questions, this could mean you are not eligible for this grant. Please contact NJ Historic Trust staff at 609-984-0473 to discuss your project further before completing the application.

If you have answered yes to all of the eligibility questions, you may continue with the application. Please note this does not guarantee eligibility.

Make sure to review [the grant guidelines](#) for all eligibility criteria and contact NJ Historic Trust staff with any questions at 609-948-0473 or njht@dca.nj.gov.

Project Summary

Project Title (ex. "Exterior Restoration of Historic Bank of Main Street"):*

Interior Rehabilitation & Barrier-Free Upgrades at the Zabriskie-Schedler House

Grant Request Amount:* **\$499,166**

Total Project Cost:* **\$998,333**

Project Summary (500 word max):* **The Village has been pursuing restoration and rehabilitation of the Zabriskie-Schedler House since 2017 when it engaged Connolly & Hickey Historical Architects to prepare a National Register Nomination and a Historic Preservation Plan, which has been guiding the repair and rehabilitation of the building for use by the Village and community including as rental event space and meeting/work space. The first phase addressed the exterior of the building, including providing barrier-free access, and asbestos remediation at the interior finishes. This work included but is not limited to: repair of the wood shingle siding, masonry repairs, window restoration, roof restoration, creation of a barrier-free entrance with ramp and related site upgrades, structural upgrades, and remediation of asbestos and mold from the interior finishes. A portion of this work is included as match spent.**

The proposed next phase will complete the rehabilitation and focus on the interior. The work includes but is not limited to: restoration of the plaster wall and ceiling finishes; restoration of the floor; restoration of trim; repair and restoration of existing doors and installation of new interior doors; installing new HVAC systems, lighting, plumbing and other system upgrades; creation of an accessible restroom at the first-floor level; installation of a new catering kitchen; limited structural work revealed after the asbestos remediation work was completed; interior painting, and other related work items.

Applicant Information

Applicant Contact Person First Name:* **Janet**

Applicant Contact Person Last Name:* **Fricke**

Applicant Contact Person Phone Number:* **201-670-5500 x 204**

Applicant Contact Person Email:* **jfricke@ridgewoodnj.net**

Applicant Organization Name:* **Village of Ridgewood**

Organization Mailing Address:* **131 N. Maple Avenue, Ridgewood, NJ 07450**

Organization Phone:* **201-670-5500**

Organization Email:* **info@ridgewoodnj.net**

Organization Website: **www.ridgewoodnj.net**

Organization Type:*

☐ **Entity of County, Municipal, or State Government**

☐ **501(c) Tax Exempt Organization**

Federal EIN: **[REDACTED]**

~~+Required for 501(c) organizations only:~~

~~NJ Charitable Registration Number:~~

~~If there is a co-applicant, please provide the organization name and their relationship to the historic resource:~~

ATTACHMENTS CHECKLIST FOR THIS SECTION

If applicable, provide the following documentation in a folder labeled "Attachment A" on the USB Drive:

1. IRS 501(c) Determination Letter (required for non-profit applicants only)
2. [Applicant Assurances](#) (required)
3. [Governing Board Resolution](#) (required)

Property Ownership

Are all properties owned by the applicant or co-applicant?*

☒ Yes

☐ No

~~+Required if no: For any properties not owned by the applicant or co-applicant, the Owner's Assurances must be included on the USB drive as Attachment B.~~

~~[Download the Owner Assurances form.](#) (Word doc)~~

~~+ Have all necessary Owner's Assurances been signed and included as Attachment B on the USB drive?~~

☐ Yes

☐ No

~~+If the Owner's Assurances cannot be obtained by the application deadline, please explain why not and what the timeline is for obtaining it: (250 word max)~~

~~If Owner's Assurances cannot be obtained, your application may be ineligible for funding.~~

~~+Required if all properties not owned by applicant: For any properties not owned by the applicant or co-applicant, is there a long term lease (15 years or more) in place that allows the applicant to conduct the proposed project?~~

☐ Yes

☐ No

~~+If yes, please include a copy of the signed lease agreement as part of Attachment B on the USB drive.~~

~~+If no, please explain the current ownership status and what the plans to meet the property ownership criteria of this grant program. If you do not have a long term lease in place, you are required to submit the [Owner Authorization form](#) as part of Attachment B. The owner of the property must be an eligible applicant (non-profit organization or entity of municipal, county, or state government). If neither the applicant or the co-applicant owns or leases the properties, and you are unable to complete the Owner Authorization form, you may not be eligible for this grant. (250 word max)~~

ATTACHMENTS CHECKLIST FOR THIS SECTION

If applicable, provide the following documentation in a folder labeled "Attachment B" on the USB Drive:

1. [Owner Assurances](#)
2. Signed lease agreement
3. [Owner Authorization form](#)

Property Information & Historic Significance

To be eligible for a capital grant, all properties must be individually listed or considered eligible for listing or a contributing resource to a listed or eligible historic district in the NJ or National Register of Historic Places by **August 2, 2021**.

If a capital grant is awarded, all properties must be listed in order to receive reimbursements.

To determine a property's register status, visit the [NJ Historic Preservation Office \(HPO\) website](#).

If your site is part of a historic district, and **not** individually listed, you will need to determine if it is a contributing resource to the historic district. Sometimes this information can be found in the register nomination form. Some National Register nominations have been digitized and can be found in the [National Park Service database](#).

If you still cannot find your property, or have questions about register status only, contact NJ HPO at (609) 984-0176.

If you have questions about the overall eligibility of your proposed project, contact the Historic Trust at (609) 984-0473.

Over time, historic sites may be known by different names. When referencing your property, please use the name provided by the [NJ Historic Preservation Office \(HPO\) website](#).

Property Name, as listed by the NJ HPO:* **John A. L. Zabriskie House**

Physical property address:* **460 W. Saddle River Road**

Property City:* **Ridgewood Village**

Property County:* **Bergen**

Property State:* **New Jersey**

Property Zip Code:* **07450**

Provide a link to the property in [Google Maps](#).*

<https://www.google.com/maps/place/460+W+Saddle+River+Rd,+Ridgewood,+NJ+07450/@40.98863,-74.0954297,17z/data=!3m1!4b1!4m5!3m4!1s0x89c2e4e9ea16fd85:0xcf7d125d4d3c98d6!8m2!3d40.98863!4d-74.093241>

NJ Legislative District of the property ([find your legislator](#)):* **40**

US Congressional District of the property ([find your representative](#)):* **5**

Is the resource listed or eligible for listing in the NJ or National Register of Historic Places? (either individually or as a contributing resource to a historic district)*

☒ **Listed**

☐ Eligible

☐ Neither

+Required if listed or eligible: What is the register status of the resource? Check all that apply.

☒ **Individual**

☐ Contributing resource to a historic district

☒ **New Jersey Register**

☒ **National Register**

☐ National Historic Landmark

~~+Required if neither: Please note that in order to be eligible, all properties must be listed or eligible for listing by August 2, 2021. Please explain what steps will be taken to meet the criteria by the deadline. (250 word max)~~

What is the historic significance of the resource(s) and why is it important to preserve? Please include relevant dates, building phases, people, events, etc. (1000 word max)* **The Zabriskie-Schedler House was originally constructed circa 1825 and was the home of John A. L. Zabriskie, a farmer, in Franklin Township (today the Village of Ridgewood). John Zabriskie purchased 9.25 acres of land from the neighboring Paramus Reformed Church in 1825, and it is not known whether the smaller gable-roof section of the house already existed or if he built it soon after the purchase. It is believed he had the larger east gambrel-roof section constructed by circa 1840. The house followed the Dutch-American building tradition, but was wood-frame, which was less common than the Dutch stone houses prevalent in Bergen County. Over the course of his lifetime through inheritance and purchases, John Zabriskie tripled the size of his landholdings. Following his death in 1864, the house and property passed to his son James Zabriskie, also a farmer, who did not realize the same level of success as his father and was forced to mortgage and eventually sell off portions of his property. Seth Hawley, a police clerk from New York, purchased the house in 1893, and was representative of the suburbanization that began during the mid-nineteenth century as members of the middle and upper-middle class moved to the area now accessible by train from New York. In 1908, Augusta Hawley, Seth's widow, sold the house along with 18 acres to Carman Smith, the owner of a Manhattan printing company. The Smith family owned the home for the next century and made several changes during the early-twentieth century including adding the south entrance, raising the original gambrel roof at the circa 1840 section, reconfiguring and refinishing the second-floor level, and upgrading the kitchen. A small addition with a bathroom and sun porch were also added during the mid-twentieth century. Florence Schedler, daughter of Carman Smith, lived in the house until her death in 2007. The Village of Ridgewood purchased the property in 2009.**

The Zabriskie-Schedler House is an example of a late third-period Dutch-American frame building and exhibits several characteristics of the type including a construction date of c.1752-c.1840, was built by the "Dutch" cultural group, is south facing, follows the Dutch framing tradition, uses a gambrel roof for the main block and gable roof on the wing, uses native sandstone for the foundation material, uses oak timbers for heavy framing members, has interior end fireplaces, and has plaster ceiling finishes at the interior. The house survives as one of the few remaining nineteenth-century frame homes in Ridgewood and it retains a large property size somewhat reflective of its early setting in an otherwise developed municipality. The building is significant under Criterion C in the area of Architecture, and the period of significance is from c.1825, the estimated date of construction of the earliest section, to c.1924, the year the Smith family raised the roof of the c.1840 section achieving its current configuration while retaining its original Dutch-type gambrel roof form.

Give a brief history of the property's use. Include historic and current uses, and future plans. (500 word max)* **The building was originally constructed as the residence of John A. L. Zabriskie and his family circa 1825. The home remained in the Zabriskie family until 1893 when purchased by Seth Hawley. Carman Smith then purchased the home in 1908, and it remained in his family until the death of his daughter Florence Schedler in 2007. The Village of Ridgewood acquired the house in 2009; it has remained unused, but the Village has been working towards its rehabilitation for use by the community for meeting space; office and prep space for local social, sporting, and cultural groups; and possible rental space for small events such as weddings, bridal and baby showers, etc.**

What is the applicant's history with the property? Include when the building was acquired or leased. (500 word max)* **The Village of Ridgewood purchased the Zabriskie-Schedler House along with approximately 7 acres of land in 2009. At that time, the building had been empty a few years following the death of its last owner Florence Schedler. The land was purchased for open space preservation with an Open Space Deed of Conservation Easement. Originally, plans included potential recreation-related development, but concern from residents about the impact on the neighborhood and the fate of the Zabriskie-Schedler House prompted the Village to change course, recognizing the historical significance of the property. There are plans to develop the site for recreational purposes and the Village is currently working the SHPO to ensure any plans do not negatively impact the house and that the house.**

Describe any structural threat, inappropriate use, or preservation need faced by the property. If it is endangered, explain the nature of the threats and why they developed. (500 word max)* **The existing interior condition of the building prevents any use. The building lacks a finished interior following remediation of hazardous materials, lacks serviceable restrooms or kitchen, and requires additional structural upgrades that were revealed during the asbestos remediation.**

ATTACHMENTS CHECKLIST FOR THIS SECTION

If applicable, provide the following documentation in a folder labeled "Attachment C" on the USB Drive.

1. The most recent nomination form or eligibility statement for each property or historic district

For more detail about nomination and eligibility documentation requirements see the Supporting Documents Checklist at the end of this application.

If you need a copy of your nomination form, some National Register nominations have been digitized and can be found in the [National Park Service database](#). If your nomination has not been digitized, or your site is not National Register-listed, and you need a copy, contact NJ HPO at (609) 984-0176.

Project Concept & Team

Describe the project for which funding is requested in this grant round. Identify the project goals and explain how the project addresses the needs of the resource. (1000 word max)*

The proposed project will complete the interior rehabilitation of the Zabriskie-Schedler House, including barrier-free upgrades, so that the building is able to be used by the community for meeting and work space and possible event rental space. The Village has been undertaking a multi-phased restoration and rehabilitation of the building since 2018. The proposed project, interior rehabilitation, will be the final phase and will allow the building to be used by the Village and community on a regular basis. The work includes but is not limited to: restoration of the plaster wall and ceiling finishes; restoration of the floor; restoration of trim; repair and restoration of existing doors and installation of new interior doors where needed; installing new HVAC systems, lighting, plumbing and other system upgrades; creation of an accessible restroom at the first-floor level; installation of a new catering kitchen; limited structural work revealed after the asbestos remediation work was completed; interior painting, and other related work items.

When Route 17 was constructed, the residents on the east side of the highway were cut off from the center of the village. As a result, they feel this dramatic change in the landscape and the loss of a local school in their area there is no place in the Village they identify with. As noted in many community and council meetings, the restoration of the Zabriskie-Schedler House for a community use goes a long way to providing the residents with the feeling the Village cares about their needs. They have said that history of the house reinforces their sense of place.

The Village plans, once the restoration work is complete, is for the Zabriskie-Schedler House to be available to the community on a regular basis for meetings and for rental for small parties, bridal and baby showers, and similar gatherings. The Village has seen a need for affordable rental space of this nature as their facility, the Stable, which is available for similar activities is rented on a constant basis often with a waiting list. The second floor will serve as the offices for various local community groups, such as the various parade committees, to meet and maintain their office files where many of them currently just meet in member's homes.

There are a number of amenities incorporated into the design that will help to enhance use of the site, such as the catering kitchen and the accessible restroom. The proposed landscape upgrades as part of the park development will encourage a free flow of visitors during such events on fair weather days.

Download and complete the [Capital Scope of Work Form](#) and include it on the USB drive as part of Attachment D. Using this form, please describe the scope of work for your proposed project by breaking individual work items out by [CSI construction division](#). The items in each division should correspond to the dollar amounts assigned to each division in your Capital Budget Worksheet (found in the following application section, "Project Budget."). For multiphase applicants, you are only required to complete the Capital Scope of Work Form for Phase I of your proposed project.

Is the project for which grant funds are requested part of a larger capital project?*

☒ Yes

☐ No

~~+If no, please skip the Multi-Phase and larger project questions. The next question you should be answering is the “Work proposed in this project is for (interior/exterior)” question.~~

~~+Required if yes: For large capital projects with multiple phases, applicants may request funding for future phases. The grant request per phase must be at least \$500,000. Each phase must be substantially complete before funding for the next phase will be available. Funding for future phases is based upon future appropriations.~~

Is this a multi-phase funding request?

☐ Yes

☒ No

+If yes, please answer the following multi-phase questions below

+If no, please skip down to the “larger but not multi-phase request” section

Multi-phase questions:

~~It is strongly recommended that you obtain professionally prepared cost estimates before submitting a multi-phase funding request. Have professionally prepared cost estimates been obtained for the entire project?~~

☐ Yes

☐ No

~~Briefly describe the project as a whole, including project goals and an explanation of how the project addresses the needs of the resource. You will be asked to detail the proposed work for each phase in a later question.* (1000 word max)~~

~~How many phases is the entire project broken into?*~~

~~How many phases are you requesting funding for?*~~

~~Explain how your project fits our multi-phase program and how the multi-phase funding opportunity will benefit your project* (1000 word max)~~

Grant Request for Phase I*

Total Project Costs for Phase I*

Expected Start Date for Phase I*

~~Expected Completion Date for Phase I*~~
~~Brief Description of Proposed Work for Phase I* (500 word max)~~

~~Grant Request for Phase II*~~
~~Total Project Costs for Phase II*~~
~~Expected Start Date for Phase I*~~
~~Expected Completion Date for Phase I*~~
~~Description of Proposed Work for Phase II* (500 word max)~~

~~Grant Request for Phase III~~
~~Total Project Costs for Phase III~~
~~Expected Start Date for Phase III~~
~~Expected Completion Date for Phase III~~
~~Description of Proposed Work for Phase III (500 word max)~~

~~Grant Request for Phase IV~~
~~Total Project Costs for Phase IV~~
~~Expected Start Date for Phase IV~~
~~Expected Completion Date for Phase IV~~
~~Description of Proposed Work for Phase IV (500 word max)~~

~~Expected completion date for entire project:*~~

Larger project, but not multi-phase funding request:

Briefly describe the scope of the larger project, including what work has been completed to date, what remains to be done, and how this request fits in. (500 word max)* **Phase I was completed in June 2020. Phase I addressed remediation of the asbestos-containing materials on the interior and exterior; completed the exterior restoration including siding repairs, window and door restoration, masonry restoration, new wood shingle and flat-seam copper roofing, roof drainage upgrades; undertook structural upgrades at the interior including the roof framing, floor framing, and addressed wood deterioration from moisture infiltration; and provided a new barrier-free entrance to the first floor and prepared the remainder of the first floor to receive new barrier-free upgrades under the next phase. The proposed Phase II will focus on the interior finishes; limited structural upgrades (only identified during asbestos remediation); installation of new mechanical/electrical/plumbing systems including bringing new utilities to building; and providing a barrier-free restroom and a catering kitchen. This second phase will complete the project and allow the building to serve the community as rental event space, meeting space, and work space.**

Total cost of the larger capital project:* **\$1,390,800**
Cost of the work completed to date:* **\$621,000**
Start date of larger project:* **December 2018**
Expected completion date of larger project:* **March 2022**

Work proposed in this project is for (check all that apply):*

☒ **Interior**

☐ Exterior

What is the predominant historic preservation treatment being applied in this project?*

☐ Preservation

☒ **Rehabilitation**

☐ Restoration

Other activities included in this project (check all that apply):*

☒ **Archaeology**

☒ **Barrier-free access**

☐ Interpretive materials

☐ Register nomination

☐ Planning documents (HSR, Preservation Plan, Conditions Assessment, Materials Analysis, etc.)

☐ Preparation of Design Documents (schematic designs, construction documents, specifications, etc.)

☒ **Construction Administration**

☒ **Improvements**

☐ Reconstruction

☐ New construction

☐ Other:

Please note that archaeological consideration will be required for all projects that involve ground disturbance.

Planning documents can include, but are not limited to: Historic Structure Reports, Preservation Plans, Conditions Assessments, Materials Analysis, historic research, engineering reports, archaeological investigations, master plans, feasibility studies, etc.

Historic Structure Reports, Preservation Plans, and updates to these documents should follow the formatting and guidelines in the [*HSRs & Preservation Plans: A Preparation Guide, 2nd Edition*](#).

List the planning documents that substantiate the work proposed in this project, including the year the document was completed. If part of this grant proposal includes preparation of or updates to planning documents, please note that. (250 word max)*

2018 Connolly & Hickey Historical Architects Historic Preservation Plan

Current project status (check all that apply):*

☐ Project not started yet

- ☐ Preliminary Scope of Work prepared
- ☐ Request for Proposal (RFP) for consultant services prepared
- ☐ Proposals submitted
- ☒ **Consultant selected**
- ☐ Schematic/design development
- ☒ **Construction documents complete**
- ☒ **Bid package prepared**
- ☐ Project out to bid
- ☐ Contractor selected
- ☐ Construction underway
- ☐ Other:

+Required if consultant selected: Name of consulting firm: **Connolly & Hickey Historical Architects**

+Required if consultant selected: Detail the role the consulting firm(s) will play in this project: **Pre-Qualifications, Bidding and Negotiation, Contract Administration during construction**

+Required if contractor selected: Name of contractor firm:

Provide names of additional consultants (engineers, archaeologists, etc) that will be involved in the project, if any: **James B. Huffman, P.E.; KSI Consulting Engineers**

Provide roles of any additional consultants that will be involved:

James B. Huffman, P.E.: structural engineering

KSI Consulting Engineers: mechanical, electrical, plumbing upgrades

Project start date:* **June 2021**

Project end date:* **March 2022**

ATTACHMENTS CHECKLIST FOR THIS SECTION:

If applicable, provide the following documentation in a folder labeled "Attachment D" on the USB drive:

1. Scope of work, Request for Proposals, proposals received and/or selected
2. [Capital Scope of Work Form](#) (narrative description of proposed capital work, broken out by [CSI construction division](#))
3. Proposed fees and construction estimates for the entire project (for multi-phase proposals, provide fees and estimates broken down by individual phases as well as for the entire project)
4. Design documents, construction documents, bid documents
5. Planning documents that substantiate the proposed work
6. Resume/credentials of proposed and/or selected consultant and/or contractor

Project Budget

For evaluation purposes, capital grants are separated into three categories based on the level of funding.

Choose what range your grant request falls under:*

☐ Level I (\$5,000 - \$150,000)

☒ **Level II (\$150,001 - \$750,000)**

☐ Level II Multiphase (\$500,000 - \$750,000 per phase)

(Whole numbers only)

Grant request:* **\$499,166**

Total Project cost:* **\$998,333**

~~+Required if pursuing a Level II Multiphase grant:~~

~~Grant request for Phase I:*~~

~~Grant request for Phase II:*~~

~~Grant Request for Phase III:~~

~~Grant Request for Phase IV:~~

~~Total Project Cost:*~~

To determine the minimum match for Level I grants, multiply the project total by 0.4. For example, if the project total is \$100,000, the required match is \$40,000.

The minimum match for Level II is the same number as the grant request, since it is a 1:1 match.

The minimum match for Level II Multi-phase is the same number as the grant request, since it is a 1:1 match (please list the minimum match requirement for Phase I below).

Minimum match requirement:* **\$499,167**

Match required to complete the project (Total project cost minus grant request):* **\$499,167**

Applicants will be evaluated based on their ability to raise **the match required to complete the project (the second number)**, not the minimum required match.

For capital grants, up to 25% of the total project cost can be claimed as “match expended.” To qualify, the match must have been spent within two years of the application deadline (between April 29, 2019 and April 29, 2021) AND the work must meet the [Secretary of the Interior's Standards](#).

Funds derived from other Corporate Business Tax (CBT) funded projects, or from special appropriations awarded by the Legislature, cannot be used as your match for Preserve New Jersey grant funded projects. If Federal funds are used as a match, additional documentation may be required.

Does your project have any match expended?*

☒ Yes

☐ No

+Required if yes: Match expended amount (should not be more than 25% of total project cost):
\$249,583

+Required if yes: Itemize all work items that are considered "match expended." Include a brief description of the item, when work was begun and completed, and the cost. (500 word max)

The first phase of work has focused on hazardous material remediation, structural upgrades, exterior restoration, and barrier-free access. The following work is a portion of the larger project, which began in October 2019. The following work was completed as of March 16, 2020.

Concrete Work	\$11,000
Masonry Repointing	\$15,500
Chimney Rebuilding	\$7,500
Metal Roofing	\$15,500
Flashings, Gutters, Leaders	\$40,300
Rough Framing and Framing Repairs	\$43,100
Cedar Roofing	\$23,100
Cedar Siding	\$7,400
Window Removal and Protection of Openings	\$10,500
Window Repairs	\$40,600
New Windows and Porch Panels	\$15,000
Storm Windows	\$5,000
Door Restoration	\$15,083
	\$249,583

Do you have any additional matching funds in-hand, excluding match expended?*

☒ Yes

☐ No

+Required if yes: What is your match in-hand, excluding match expended: **\$ 374,375**

+Required if yes: Itemize all additional matching funds, including funding source, amount, and dates when funds will be available. (500 word max)

\$374,375 2020 Bergen County Historic Preservation Trust Fund Grant Currently Available

+Required if no: If you do not have any other matching funds in-hand, explain how you will raise the required matching funds. Include grants you have applied for or plan to apply for, other fundraising plans, and the expected time frame for raising the match. (500 word max)

+Required for Level II Multi-phase applicants: Explain the source of matching funds for not only this phase, but for subsequent phases. (500 word max)

Calculate remaining match still needed using the following formula*:

Total Project Cost – Grant Request – (Match Expended + Match In-Hand) = Match Remaining

\$0

If applicable, explain how you will raise the remaining matching funds. Include grants you have applied for or plan to apply for, other fundraising plans, and the expected time frame for raising the match. (500 word max)

N/A

Do you have any expenses that are ineligible for reimbursement but are necessary to complete your project? See the Grant Guidelines for a list of ineligible activities.

☐ Yes

☒ No

+Required if yes: Explain what the ineligible expenses are and how you will fund these costs. (500 word max)

Cost estimates for the project are based on:*

☐ Architect's estimate

☐ Engineer's estimate

☐ Contractor's proposal

☐ Preliminary estimates from a design professional

☒ **Quantity take-offs from measured drawings**

☒ **Competitive bids based on construction drawings**

☒ **Other: The whole project was competitively bid in its entirety but broken down into components. Since the whole project exceeded the available funds, only a portion of the project was undertaken but it provided valuable cost information to prepare the estimates of probable cost for the proposed project.**

Itemized project budget: Download and complete the [Capital Project Budget Worksheet \(Excel\)](#) and include it on the USB drive as Attachment E.* If your project includes multiple structures, fill out one structure per tab. Add more tabs as needed.

For Level II Multi-phase applicants, download and complete the [Capital Multiphase Budget Worksheet \(Excel\)](#) and include it on the USB drive as Attachment E.*

Construction work is broken out by CSI divisions. [Click here for a list of CSI divisions.](#)

ATTACHMENTS CHECKLIST FOR THIS SECTION

If applicable, include the following documentation in a folder labeled "Attachment E" on the USB drive:

1. Documentation of match in-hand (excluding match expended)
 - Non-profit organizations must provide account statements or letters of funding commitment showing the amount of available funds
 - County of municipal government applicants must provide a governing body resolution committing specific matching funds
 - Multi-phase applicants must provide documentation of match in-hand for this phase and subsequent phases
2. Documentation of match expended
3. Documentation of work completed (including contracts with professionals, invoices, proof of payment, before and after photos, and SHPO authorization for government owned resources)
4. [Capital Project Budget Worksheet](#) or [Capital Multiphase Budget Worksheet](#)

Organizational Ability

What is the size of your organization? Please break out into: staff, board, volunteers, and membership. (250 word max)*

Once the project is complete, the site will be operated and managed by the Department of Recreation who manages similar sites in Ridgewood. The Department is headed by Nancy Bigos, Director, and employs two program staff, office personnel and seasonal workers.

Describe the mission of your organization and the audience it reaches. Explain the relationship of this proposed project to your mission and any planned program growth. (1000 word max)*

For the Zabriskie-Schedler House, the objective to provide Village residents with a community resource set in a park-like setting. Once restored, the building will be opened on a regular basis for community meetings and events and as rental space. This will provide the Village the opportunity to provide an additional resource and one with a backdrop of a rich history associated with the development of Ridgewood. Since the building is small with a limited occupancy there will not be room for static displays related to the history of the house or the area but the plan is to incorporate wall displays explaining the house's history and evolution and using furnishings that are more residential than institutional in nature and keeping in scale with the architecture.

How are decisions made related to the preservation of the historic resource(s) in this application? (500 word max)*

The Village of Ridgewood maintains a Historic Preservation Commission that advises the Planning Board on projects undertaken in the Village and promotes historic preservation in the municipality. The Village is responsive to the concerns of the Historic Preservation Commission especially when addressing village-owned properties.

The preservation philosophy and recommendations prepared as part of the Historic Preservation Plan have been guiding the restoration and rehabilitation. All decisions related to preservation of the Zabriskie-Schedler House are made in conjunction with the Village's preservation architect, Connolly & Hickey Historical Architects.

How has the COVID-19 pandemic impacted your organization? (500 word max)*

Initially, the Village of Ridgewood Municipal Building was closed to the public and the staff was working remotely. All communication was via phone and email, which at times, caused difficulties and missed communications, including with the NJHPO in review of the landscape improvements proposed for the Zabriskie-Schedler House property, which is currently under review for project authorization. Village staff gradually returned to work in person over the course of 2020 and have made new accommodations for interactions with the public including a walk-up window by the reception desk; an outdoor mailbox for dropping off payments, paperwork, etc.; and conducting outdoor meetings at a patio.

Explain how you plan and budget for cyclical maintenance of the historic resource(s) included in this application. How will the resource be maintained once the funded work is completed? Who is responsible for supervising and performing the maintenance work? (500 word max)*

A Maintenance Plan was prepared as part of the Historic Preservation Plan that will guide all maintenance practices. The Department of Public Works is responsible for supervising and performing all maintenance work.

How are you factoring climate change into your preservation efforts and into this project in particular? (500 word max)*

The design for the interior restoration includes energy efficient equipment for all mechanical, electrical, and plumbing upgrades. Also, at the adjacent park the Village will incorporate site drainage to prevent flooding at the House.

Have any staff, board, or volunteers attended the following professional development activities in the past 2 years? Check all that apply.

- ☐ NJ Historic Trust & NJ Historical Commission Best Practices Workshops
- ☐ NJ History & Historic Preservation Conference
- ☐ Historic Preservation Commission Trainings
- ☐ Continuing Education in Historic Preservation classes at Rutgers Camden (M.A.R.C.H)

List any other relevant professional development activities that staff, board, or volunteers have participated in within the last 2 years. (250 word max)

N/A

List any relevant examples of grants managed by the organization and/or project manager. Include the funding source, purpose of the grant, grant amount, award and completion dates, and the grant manager. (250 word max)*

Funding Source	Purpose	Amount	Award/Completion Dates	Manager
Bergen County HP Trust Fund	Roof & Stabilization	\$116,725	2016/2020	Janet Fricke
Bergen County HP Trust Fund	Phase IA Exterior	\$200,000	2017/2020	Janet Fricke
Bergen County HP Trust Fund	Phase IA/Exterior	\$151,300	2018/2020	Janet Fricke
Community Development Block Grant	Barrier-Free Access at the House	\$80,000	2018/2020	Janet Fricke

Does your organization currently have any open grants with the New Jersey Historic Trust?*

☐ Yes

☒ No

+Required if yes: Explain the scope and status of your open grants and how your organization has the capacity to manage more than one open grant at a time.

List any relevant examples of the organization's experience working with consultants. Include the firm name, service provided, contract amount, project start and end date, and project manager. (250 word max)*

Firm	Service Provided	Contract Amount	Start/End Date	Project Manager
Connolly & Hickey	National Register Nomination	\$11,500	Dec 2018/Dec 2019	Janet Fricke
Connolly & Hickey	Design and Contract Documents including MEP/Env.	\$80,000	Dec. 2018/Oct 2019	Christopher Rutishauser, P.E.
Connolly & Hickey	Contract Administration – Phase I	\$15,000	Oct 2019/May 2020	Christopher Rutishauser, P.E.

Provide the names of the people who will be managing this project, their relationship to the organization, and what their role in this project will be. (250 word max)*

Christopher Rutishauser, Village Engineer and Director of Public Works, will work with Connolly & Hickey in bidding the project to qualified contractors, preparing the contract, and administration of the contract during construction. Mr. Rutishauser has worked with Connolly & Hickey on the Phase I project as well as the roof restoration of the Ridgewood Railroad Station, Emergency Repairs at the Ridgewood Railroad Station, and the Rehabilitation of the Restrooms at Graydon Pool.

ATTACHMENTS CHECKLIST FOR THIS SECTION

If applicable, include the following documentation in a folder labeled "Attachment F" on the USB drive:

1. Cyclical Maintenance Plan
2. Resume/credentials of project manager/project team
3. Organization's current year-to-date balance sheet showing income and expenses to date and past year's summary balance sheet showing income and expenses (required for non-profit applicants only)

Public Access & Benefit

NJHT is aware that the COVID-19 pandemic has greatly impacted access to New Jersey's historic sites. When answering the following questions, please use **pre-pandemic visitation data**. You will be able to address how the pandemic has impacted your site's visitation in a later question.

Is the resource open to the public on a regular basis?*

☐ Yes

☒ **No**

+Required if no: Explain why not. (250 words max)*

The current condition of the building prevents it being open to the public for any use.

Current hours of operation:* **N/A**

Hours of operation once project is complete:* **anticipate 2 to 4 hours per day during event/meetings**

Number of days/year site is open:* **N/A**

Number of days/year open once project is complete:* **anticipate 5 to 7 days per week**

Number of visitors/year: * **N/A**

Number of visitors/year expected once project is complete:* **anticipate 1,500 – 1,800**

Is there an entry fee?*

☐ Yes

☒ **No**

+Required if yes: What is the entry fee?*

How has the COVID-19 pandemic impacted your historic site? (500 word max)*

The Zabriskie-Schedler House is not yet open to the public, so use of the building was not impacted by the COVID-19 pandemic. Maintenance of the property has continued as normal by the Village Department of Public Works. Should health restrictions still be in place when the proposed project is complete and the building open for use, all health and safety protocols shall be followed.

Is the resource ADA accessible? If so, to what extent? If not, why not? Will the proposed project improve ADA compliance and accessibility? Please explain. (500 word max)* **The Phase I project provided a new barrier-free accessible entrance to the building, and the proposed Phase II project will provide a barrier-free accessible restroom on the first floor.**

Are visitation numbers collected? If so, how? If not, why not? Is any other visitor information collected? If so, what? How is visitation data used? (500 word max)* **Not applicable at this point**

How will the project benefit the community? Who will benefit from the project? (500 word max)*

When completed, the Zabriskie-Schedler House will provide event rental space and meeting space, which the Village has identified as desired by the community. The building is located at the far eastern end of Ridgewood that is separated from the rest of the Village by Route 17. This will provide a community space for the residents of that part of the Village that are in a way cut off from downtown Ridgewood and its many resources.

Will the project improve public participation in the organization's programs and will it increase awareness of the resource's history and its relation to the surrounding community? Explain. (500 word max)

The residents of Ridgewood, especially in the community immediately surrounding the Zabriskie-Schedler House, are aware of its historical significance and have been a proponent of its rehabilitation. This project will allow the community to utilize this historic resource garnering a deeper appreciation for its history within the context of the Village's historical development. The Village views the house as a community center where they will have an opportunity to interpret the house and this area of Ridgewood to those who work at and visit the site.

How is the resource currently interpreted to the public? Will the project address or improve public interpretation (brochures, signage, tours, etc.)? Will the project enhance participation in heritage tourism opportunities? Please explain. (500 word max)*

The Zabriskie-Schedler House is not currently interpreted to the public as it is not open yet. The project will allow the public into the building for the first time as it was a private residence until 2009, providing access to one of just a few surviving nineteenth-century wood-frame homes in Ridgewood. The Village plans to incorporate interpretive signage at the exterior and interior.

Is the resource located within a Certified Local Government (CLG) municipality? ([List of CLGs](#))*

☐ Yes

☒ No

Is the resource, or any resource within the historic district, included on Journey through Jersey? ([Journey through Jersey sites](#))*

☐ Yes

☒ No

☐ Nomination Submitted

For the 2021 grant round, special consideration will be given to grant proposals that address the following themes:

The 250th Anniversary of the American Revolution. The United States Semiquincentennial will be celebrated in 2026 to commemorate the 250th anniversary of the nation and its victory in the American Revolution. Grant proposals that highlight sites involved in the American Revolution or that aim to promote New Jersey's role in Revolutionary War are encouraged.

Underrepresented Histories. In response to the nation's recent reckoning with racial injustices, and in keeping with the [New Jersey Comprehensive Statewide Historic Preservation Plan](#) (2013), the New Jersey Historic Trust seeks to expand representation of marginalized groups and empower meaningful involvement of minority constituencies in the identification, preservation, and interpretation of historic resources. For the 2021 grant round, the Trust encourages applications demonstrating efforts and/or initiatives that consider and engage with underrepresented histories, such as black history, civil rights history, disability history, indigenous history, latinx history, lgbtq+ history, or the history of any other marginalized group. To learn more about the initiative, [click here](#).

Does your project address either of these themes? (check all that apply)

☒ **250th Anniversary of the American Revolution**

☐ Underrepresented Histories

+Required if yes: Please explain how your project addresses one or both of the special initiatives.*

The property on which the Zabriskie-Schedler House is located was part of what was a 45-acre tract granted to the Paramus Reformed Church in 1750. The Church property, located less than a quarter-mile south of the Zabriskie-Schedler property along West Saddle River Road, held local importance during the Revolutionary War. The site was the focus of military activity and stood at the intersection of two important roads that extended to New York. The Church served as a barracks, hospital and prison, and encampment, including the headquarters of General George Washington at various times. Also, a skirmish between British and Continental forces occurred at the Church in March of 1780. Given the proximity of the church and crossroads to the Zabriskie-Schedler House property, and that the property was an undeveloped part of the church's land, it is considered likely that some of these wartime activities extended onto the Zabriskie-Schedler property.

State and Federal Initiatives – check all that apply. Click the links for more information and to see if your resource is part of the initiative.

- ☐ [National Park initiatives](#)
- ☐ [Scenic Byways](#)
- ☐ [Coastal Heritage Trail](#)
- ☐ [Women's Heritage Trail](#)
- ☐ [Delaware River Heritage Trail](#)
- ☐ [Federal Opportunity Zones](#)
- ☐ [Urban Enterprise Zone](#)
- ☐ [Transit Village](#)

ATTACHMENTS CHECKLIST FOR THIS SECTION

If applicable, include the following documentation in a folder labeled "Attachment G" on the USB drive:

1. Letters of Support
 - Letters of Support from individuals and/or groups that benefit from your resource and/or programming
 - Legislative Letters of Support
2. Documentation of community support/engagement such as press releases, news articles, flyers, programs, etc. This includes documentation that supports your efforts to participate in one or both of the 2021 special initiatives.

Optional Questions

What is your organization's total anticipated monetary need over the next 5 years for capital projects and improvements to your historic resources? (Answering this question helps us to gauge future needs for budgeting purposes)

How many people in your organization (board members and/or staff) have a [Discover NJ History license plate](#)?

Supporting Documents Checklist - Capital

Below is a list of all supporting documents that should be included on your USB drive (note that some attachments are required while others may not apply to you). Please organize all supporting documents into corresponding folders labeled by Attachment. You must also include a table of contents that lists all documents included on the USB. Below is a checklist of all documents that should be included as well as a screenshot of how the documents should be organized.

Check off all the documents that you have included:

☐ Table of Contents

Attachment A – Applicant Information

☐ IRS 501(c) Determination Letter

☒ Applicant Assurances

☒ Governing Board Resolution

☐ None of the above

Attachment B – Owner Information

☐ Owner Assurances

☐ Signed lease agreement

☐ Owner Authorization form

☒ None of the above

Attachment C – Eligibility and Register Status

☒ Most recent nomination form or eligibility statement

☒ If the property is individually listed in the State or New Jersey Register of Historic Places, include a copy of the ***complete*** nomination form (not just the HPO list showing that your resource is listed in the State or National Registers). OR

☐ If the property is included in a historic district listing as contributing to the district, include all relevant pages of the nomination form. If the property is located in a historic district, but not specifically noted as contributing, submit all relevant pages and a letter from the State Historic Preservation Office (SHPO) certifying that it is a contributing resource. A certification letter must be requested from the SHPO **at least 45 days before** the application deadline. OR

☐ If the property is not listed in the State or New Jersey Register of Historic Places, include a letter from the State Historic Preservation Office (SHPO) certifying eligibility for listing of a site in the New Jersey Register, or certifying that a site listed in a historic district is a contributing property. A certification letter must be requested from the SPHO **at least 45 days before** the application deadline.

☐ None of the above

Attachment D – Scope of Work

- ☒ Scope Statement (Scope of work, Request for Proposals (RFPs), proposals received and/or selected)
- ☒ [Capital Scope of Work Form](#) (narrative description of proposed capital work, broken out by [CSI construction division](#). Please note, this should align with the figures you present in your Capital Budget Worksheet under Attachment E—Project Budget)
- ☒ Proposed fees and construction estimates for the entire project (multi-phase applicants should submit fees and estimates for the project as a whole and broken down by individual phases)
- ☒ Design documents, construction documents, bid documents
- ☒ Planning documents that substantiate the proposed work
- ☒ Resume/credentials of proposed and/or selected consultant and/or contractor
- ☐ None of the above

Attachment E – Project Budget

- ☒ Documentation of match in-hand:
 - ☐ Non-profit organizations must provide account statements or letters of funding commitment showing the amount of available funds
 - ☒ County of municipal government applicants must provide a governing body resolution committing specific matching funds
 - ☐ Multi-phase applicants must provide documentation of match in-hand for this phase *and* for subsequent phases
- ☒ Documentation of match expended
- ☒ Documentation of work completed (including contracts with professionals, invoices, proof of payment, before and after photos, and SHPO authorization for government owned resources)
- ☒ [Capital Project Budget Worksheet](#) or [Capital Multiphase Budget Worksheet](#)
- ☐ None of the above

Attachment F – Organizational Ability

- ☒ Cyclical Maintenance Plan
- ☒ Resume/Credentials of Project Manager/Project Team
- ☐ Organization's current year-to-date balance sheet showing income and expenses to date and past year's summary balance sheet showing income and expenses (required for non-profit applicants only)
- ☐ None of the above

Attachment G – Community Support

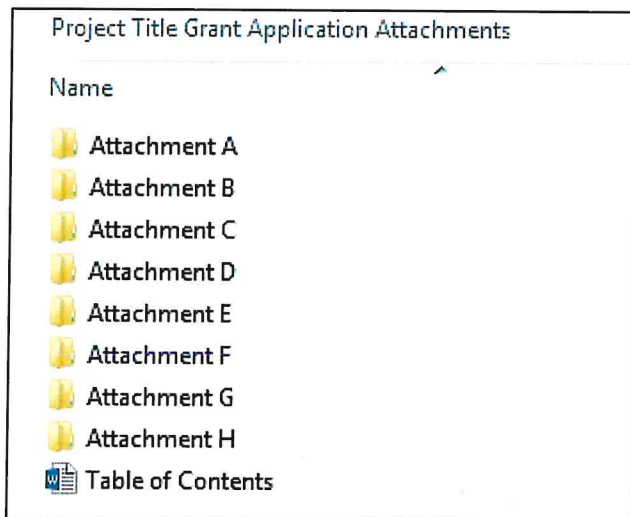
- ☒ Letters of Support
 - ☐ Letters of Support from individuals and/or groups that benefit from your resource and/or programming
 - ☐ Legislative Letters of Support
- ☒ Documentation of community support/engagement (press releases, news articles, flyers, programs, etc.). This includes documentation that supports your efforts to participate in one or both of the 2021 special initiatives
- ☐ None of the above

Attachment H – Photographs

- ☒ Labeled Photos and Photo Identification Sheet* (photographs must be uploaded as JPEG files, not as PDFs)
- ☐ Photo Identification Sheet that identifies the included photos by number and briefly describes each photograph
 - ☐ Photographs showing each elevation (i.e., north, south, east, and west) of the resource
 - ☐ Photograph of the resource as a whole (i.e., an overall shot that shows the resource in its context or setting)
 - ☐ Photographs of details that show areas of concern
- ☐ Any additional miscellaneous documents (including any completed research that supports the project request)
- ☐ None of the above

Sample Screenshot of how the USB Folders should be organized:

* please only label the attachment folders as shown below (Attachment A, Attachment B, etc.). Do not use additional information to label the Attachment folders.



Applicant Assurances*
(required)

The applicant certifies the following:

- a. The filing of this application has been approved by the governing body of the applicant
- b. The facts, figures, and information contained in this application, including all attachments, are true and correct
- c. Matching funds in the amount of \$_____ are currently available, or will be available to complete this project within the required time frame.
- d. Any funds received will be expended in accord with the terms and conditions of N.J.A.C 5:101 and the grant agreement to be executed with the New Jersey Historic Trust
- e. The individual signing this agreement has been authorized by the organization to do so on its behalf, and by his/her signature binds the organization to the statements and representations contained in the application
- f. The organization agrees to abide by the time frame set forth in the grant guidelines.

Acting as duly authorized representative for the applicant organization, I am submitting this request for assistance from the New Jersey Historic Trust.

Signature of Individual _____ Date _____

Typed Name and Title :