

Office of the Lieutenant Governor
State of Louisiana

BILLY NUNGESSER
LIEUTENANT GOVERNOR



P.O. Box 44243
BATON ROUGE, LOUISIANA 70804-4243
(225) 342-7009

October 11, 2024

Courtney Hornsby
City of West Monroe
2305 North 7th Street
West Monroe, LA 71291

Re: FY 2024-2025 Historic Preservation Fund Grant Award
Feasibility Study to Support the Revitalization of the Historic
Methodist Church in Downtown West Monroe

Dear Ms. Hornsby:

The Louisiana Division of Historic Preservation has completed its Historic Preservation Fund grant selection process for FY 2024-2025. We are pleased to inform you that the City of West Monroe has been awarded the sum of \$12,766 to implement your proposed project.

If you have any questions, please contact Amanda Lanata (CLG) at 225-342-8157 or Karen McKinney (HP) at 225-342-9811.

Congratulations on this grant award. We look forward to working with you and seeing the results of your project. If I can be of assistance to you in any way, please don't hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Billy Nungesser".

Billy Nungesser
Lieutenant Governor

C: Sen. Stewart Cathey
Rep. Pat Moore
Mayor Staci Albritton Mitchell

**FEASIBILITY STUDY TO SUPPORT REVITALIZATION OF HISTORIC METHODIST CHURCH
CITY OF WEST MONROE CERTIFIED LOCAL GOVERNMENT
WEST MONROE, LOUISIANA**

SCOPE OF WORK

October 1, 2024 – September 15, 2025

I. Introduction

The purpose of this grant is to enable the City of West Monroe to complete a feasibility study to support the revitalization of the historic Methodist Church in downtown West Monroe. The Principal Investigator agrees to the following:

II. Description of Services

During the grant term, the Grantee shall:

- 1) Complete a feasibility study of the Historic Methodist Church campus, with personnel to include SOI-qualified individuals. The feasibility study will include:
 - a. Research and analysis
 - b. Community engagement
 - c. Site reuse assessment
 - d. Implementation strategy

III. Grant Requirements and Final Deliverables

The Grantee shall deliver the following items to the State's Agreement Monitor during the grant term:

- 1) **Quarterly Reports and Billing Requests** submitted to the Division of Historic Preservation on each of the following dates:
 - a. January 15, 2025 - for work and expenses accrued October 1 – December 31, 2024
 - b. April 15, 2025 - for work and expenses accrued January 1 – March 31, 2025
 - c. July 15, 2025 - for work and expenses accrued April 1 – June 30, 2025

Quarterly Reports should provide an overview of work accomplished during the preceding quarter and the direction that work will take in the upcoming quarter. **NOTE: Quarterly Reports are required even if no work was performed during the preceding quarter.**

Quarterly Billing Requests will be submitted with supporting documentation as required in Exhibit D and will accompany the Quarterly Report during which the expenses occurred.

- 2) **Final Deliverables**, due on **September 15, 2025**, that include:
 - a. A **Final Report** that includes:
 - i. A summary of the completed work and expenses accrued during the final grant quarter and production of deliverables (July 1 – September 15); and,

- ii. Electronic documents of final feasibility study report; and,
 - iii. The **Final Billing Request**, including supporting documentation as required in Exhibit D.
- b. **Public funding notice:** The following statements must be located on the cover or title page, or in the credits of any printed materials prepared using grant funds:

The activity that is the subject of this report has been financed in part with federal funds from the National Park Service, U.S. Department of the Interior, through the LA Department of Culture, Recreation and Tourism, Office of Cultural Development, Division of Historic Preservation. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior nor the Department of Culture, Recreation and Tourism, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

This program receives federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, sexual orientation, national origin, disabilities, religion, age, or gender in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to Office of Equal Opportunity, National Park Service, 1849 C Street, N.W., Washington, D.C. 20240

- 3) The Grantee will direct and is responsible for ensuring that the Principal Investigator provides all deliverables directly to the State's Agreement Monitor, including Quarterly Reports and Final Deliverables, by the due dates provided herein. The Grantee is also responsible for reviewing and verifying the content of all deliverables, and for immediately reporting any errors, discrepancies, compliance, or other issues to the State's Agreement Monitor.

Courtney Hornsby, Principal Investigator

Date

**FEASIBILITY STUDY TO SUPPORT REVITALIZATION OF HISTORIC METHODIST CHURCH
CITY OF WEST MONROE CERTIFIED LOCAL GOVERNMENT
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October 1, 2024 – September 15, 2025

APPROVED BUDGET

	GRANT AWARD Federal	CASH MATCH Grantee	IN-KIND MATCH	TOTAL
PERSONNEL EXPENSES				
Principal Investigator				
Fringe Benefits	\$ 2,407.50	\$ 1,926.00		
Consultants	\$ 9,893.20	\$ 7,960.00		
GENERAL EXPENSES				
Equipment				
Supplies/Material	\$ 465.00	\$100.00		
Printing/Copying				
Photography				
Report Preparation				
Other General Expenses				
Audit Fee				
TOTAL	\$12,765.70	\$9,986.00		\$22,751.70

TOTALS

FEDERAL GRANT AMOUNT	\$ 12,765.70
CASH/IN-KIND MATCH	\$ 9,986.00
TOTAL PROJECT COST	\$ 22,751.70