



GEORGIA DEPARTMENT of COMMUNITY AFFAIRS

CLG Grant Survey Project Requirements

- A historic resources survey is often the first step a community takes in a preservation planning. A survey is an inventory of historic resources that includes buildings, structures, sites, and objects.
- All resources that are 40 years of age or older, regardless of integrity, condition, and whether they are contributing or non-contributing to a historic district, are recorded. This provides a longer lifespan for the survey than the previous 50 years of age or older guidance.
- Historic resources documented through surveys funded via this grant program must be entered into GNAHRGIS, Georgia's online GIS database. It is important to remember that CLGs are required to maintain a system for survey and inventory of historic properties as part of their CLG requirements.
- Survey areas must be a pre-defined, contiguous geographic boundary informed by the goals of the survey. Typically, this is county-wide, city-wide, or in some cases neighborhood wide.
- CLG Grant Survey Projects may have a maximum of 500 historic resources, even if a community commits to over-match funds. Do not include parcels that are less than 40 years old in your survey count.
- Use tax assessor data to determine all resources 40 years of age or older within the proposed geographic boundary, and the total number of resources that meet this age requirement be included in the project description as the estimated number of resources to be surveyed. Applications must also include a survey map with legible street names and an identified, clear cut survey area boundary that can be justified. This justification is typically based on city or county limits, neighborhoods, or physical features – such as a river or major highway.
- If the application proposes a different approach to survey (such as a thematic survey), please contact HPD prior to submission to discuss.
- Projects may be phased; however, funding for consecutive grant cycles is not guaranteed. For phased projects, the number of phases, boundaries, priorities, and overall timeframe of the project should be carefully planned and presented in the grant application. For further guidance on historic resource surveys, see HPD document "Georgia Historic Resources Survey Manual;" a sample project Scope of Work, which can be provided on request.



- **Description of Survey Area Boundaries:** Provide a brief narrative description of streets, roads, or natural barriers that will define the edge of the survey area. For example: The survey area is bounded by Main Street to the north, Broad Street to the south, 14th Street to the east and 1st Street to the west.

- **Estimated Number of Historic Resources to Be Surveyed:** Provide the number of historic parcels that will be surveyed with the grant funding. Utilize tax assessor data and previously conducted surveys to count the number of parcels that are 40 years of age or older within the defined survey area. Do not include parcels that are less than 40 years old. This number should not exceed 500 resources due to the grant cycle timeline.

- **Map of Proposed Survey Area:** A map of the survey area must be provided. The map should include the entire survey area with street names legible and the survey boundary clearly marked. Please limit the map to show only the survey area. You may provide additional maps that show other relevant areas such as local historic districts or National Register districts; however, these should not be overlaid onto your survey boundary map.
 - *Upload the map(s) directly into the NR Tigers application page*

