



To: Mayor and City Council
From: Alice Wakefield, Community Development Director
Date: December 14, 2011
Re: Grant Award for 2012 Georgia Preservation Conference

The State Historic Preservation Office (SHPO) has offered the City of Roswell a Certified Local Government (CLG) grant award to be used in conjunction with the Georgia Statewide Historic Preservation Conference which will be held in Roswell on April 19-20, 2012. The grant funds are 60% state/40% local matching. The award amount offered is \$6,000, requiring a \$4,000 match from the City. This is a reimbursable grant and the City will be responsible for paying all invoices up front and reimbursed later. The \$4,000 amount may be matched with in-kind labor services or through funds available in the grant fund contingency. Included in your packet is a copy of the budget from the 2011 preservation conference in Macon and a tentative budget for the 2012 conference. A copy of the itinerary from the 2011 conference is also included.

The grant award is intended to fund educational, training and promotional materials associated with the conference as well as other eligible expenses such as conference supplies, speaker honoraria, travel expenses, meeting space rental, meals and tours included in the conference agenda. Included in the scope of work is the provision that the City will provide administrative and logistical support for the conference.

The conference will place state-wide attention on the City's preservation efforts as well as promote local businesses and tourism. The conference typically draws between 100-150 attendees. The Doubletree Hotel will serve as the conference hotel but the events and sessions will be held in the Historic District, and attendees will be encouraged to dine and shop in downtown. The Georgia Trust for Historic Preservation's "Roswell Ramble" will follow the preservation conference on April 20-22, 2012. Many preservation conference attendees will lodge in Roswell through Saturday to attend the "Ramble."

In support of the preservation conference, Roswell will receive sponsorship credit on all published materials and is encouraged to host a conference session.

Staff recommends that \$4,000 from the Grant Contingency Fund be budgeted as a match for the grant.