

Applicant Name
Project Title
Exhibit A

SCOPE OF WORK

[Historic Preservation Sample]

Project Purpose: The purpose of this project is to replace the roof, repair and repoint chimney and east elevation wall, repair five wood windows.

Scope of Work:

A. Architectural and Engineering Planning

1. Develop plans & specifications

- a. Roofing
- b. Masonry Repair
- c. Window repair

B. Restoration

1. Roof

- a. Remove existing roofing, roof drain and flashing
- b. Install new roof drain and overflow
- c. Re-roof building; install flashing and counter-flashing

2. Masonry Repair

- a. Remove copings and store for reinstallation
- b. Repair/repoint chimney parapets
- c. Clean and repoint face brick on east wall

3. Windows

- a. Repair weathered wooden elements
- b. Reglaze five windows
- d. Scrape, prime and repaint windows

[Event Sample Scope of Work]

Project Purpose: To establish an annual event celebrating local Hispano cultural arts, including folk arts such as carving and weaving, traditional local music and dance.

Scope of Work:

A. Exhibitions and Artist Demonstrations

- 1. Artist fees for scheduled demonstrations
- 2. Tent and stage rental
- 3. Traditional music performances
- 4. Traditional dance performances

B. Promotion

- 1. Radio interviews and promotion; regional newspaper promotional ads

