



**DHR** | Virginia Department of Historic Resources

**STATE FUNDS FOR HISTORIC PRESERVATION GRANT APPLICATION FY 2020-2021**

**Application Review Schedule**

**October 1, 2019: Application Deadline**

Applicants should complete the application form according to the instructions and submit to the DHR Grants Manager. Applications will be received until 5:00pm, October 1, 2019. Applicants must submit two copies of each application—one printed original application (with original signatures) and one (1) electronic copy by email, flash drive, or CD. Receipt of the electronic copy by the deadline will suffice for eligibility. All inquiries for information should be directed to:

Stephanie Williams, Deputy Director, 804-482-6082, [Stephanie.williams@dhr.virginia.gov](mailto:Stephanie.williams@dhr.virginia.gov)

Hard copy applications should be mailed or hand delivered to:

Stephanie Williams  
Deputy Director  
Virginia Department of Historic Resources  
2801 Kensington Avenue  
Richmond, VA 23221

**\*Unsigned Applications will be returned.**

**October 2019 – December 2019**

Application Review – All applicants will be rated by a review committee made up of Virginia Department of Historic Resources Staff including architectural historians, historians, and other qualified staff as needed.

**July 2020-June 2021**

Anticipated Project Start Date – The grant project starting date will be determined by the date that the grant agreement is fully executed. Costs incurred prior to the grant starting date or after the grant expenditure deadline will not be reimbursed.



**STATE FUNDS FOR HISTORIC PRESERVATION GRANT APPLICATION FY 2020-2021**

<b>Section A. STATE FUNDS FOR HISTORIC PRESERVATION</b>			
<b>1. Project Title</b>	Click here to enter text.		
<b>2. Name of Applicant Organization</b>	Click here to enter text.		
<b>3. Street Address</b>	Click here to enter text.		
<b>4. Primary Contact</b>	Click here to enter text.		
<b>5. Office Address</b>	Click here to enter text.		
<b>6. Telephone #</b>	Click here to enter text.	<b>7. Email Address</b>	Click here to enter text.
<b>8. Organization FEI/FIN #</b>	Click here to enter text.	<b>9. IRS Tax Exempt Status</b>	Attach documentation of current tax exempt status under 501 (c)(3).
<b>10. VDACS Registration</b>	Attach documentation of current registration with the Virginia Department of Agricultural and Consumer Affairs.		
<b>11. Project Coordinator</b>	Click here to enter text.		
<b>12. Amount Requested</b>	Click here to enter text.	<b>13. Matching Share Offered; Required 1:1</b>	Click here to enter text.
<b>14. Total Project Cost</b>	Click here to enter text.		



## Section B. Project Description

**1. Proposed Project Type:**

- Archeological Project       Preservation Planning Project       National Register Nomination(s)  
 Survey/Inventory Project       Historic Preservation Planning Project  
 Construction/Development/Pre-Development Project       Preservation Training  
 Education & Outreach       Design Guidelines       Other

**2. Narrative Statement of Project Description and Design.**

*Instructions: Please Describe the Project in Detail, identifying the project and its purpose. Explain how project will be carried out. Describe all work products that will be produced. Uses additional sheets as necessary for additional information or attachments.*



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**Narrative Statement of Project Description and Design Continued.**

Click here to enter text.



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**Section C. Project Schedule**

*Estimate the project work schedule. Plan may not begin prior to July 1, 2020 and must be completed no later than June 30, 2021.*

<b>DATE(Month/Year)</b>	<b>Work Item</b>
Click here to enter text.	





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<b>Section D. Budget Sources of Matching Share</b>			
	<b>DONOR</b>	<b>SOURCE</b>	<b>AMOUNT</b>
<b>CASH*</b>	Click here to enter text.	Click here to enter text.	Click here to enter text.
	Click here to enter text.	Click here to enter text.	Click here to enter text.
	Click here to enter text.	Click here to enter text.	Click here to enter text.
<b>IN KIND SERVICES**</b>	Click here to enter text.	Click here to enter text.	Click here to enter text.
	Click here to enter text.	Click here to enter text.	Click here to enter text.
	Click here to enter text.	Click here to enter text.	Click here to enter text.
<b>VOLUNTEER TIME</b>	Click here to enter text.	Click here to enter text.	Click here to enter text.
	Click here to enter text.	Click here to enter text.	

\* General Funds not previously appropriated for in-kind services

\*\* Funds appropriated for salaries, fringe benefits, supplies, etc.

**CERTIFICATION:**

I certify that the matching share identified above is available, is a necessary and reasonable contribution to achieving the scope of work proposed and documentation of the expenses will be provided to support the reimbursement request.

Signature \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Virginia Code Section 10.1-2213**  
**Procedure for appropriation of state funds for historic preservation**

As the representative of the applicant organization, I certify that the grant recipient:

1. has the legal authority to apply for state assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-state share of project costs) to ensure proper planning, management and completion of the project described in this application;
2. shall adhere to the procedures identified in § 2.2-1505;
3. shall comply with applicable state procurement requirements pursuant to the Virginia Public Procurement Act § 2.2-4300 et seq;
4. shall give the VDHR and the Comptroller, if appropriate, through any authorized representatives, access to and the right to examine all records, books, papers, or documents related to the assistance;
5. shall establish a proper accounting system in accordance with generally accepted accounting standards or agency directives;
6. shall not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the VDHR;
7. shall include a perpetual easement to the Virginia Board of Historic Resources in the title of real property;
8. shall enter into an agreement with the Department that the property will be open to the public for at least 100 days per year for no less than five years following completion of the project for which state funds are received;
9. shall comply with the requirements of the VDHR with regard to the drafting, review and approval of any plans and specifications to ensure that the project meets generally accepted standards for historic preservation;
10. shall provide and maintain competent and adequate supervision at the construction site to ensure that the complete work conforms with the approval plans and specifications;
11. shall afford the VDHR an opportunity to review the potential impact on any historic resources in the case of new construction or ground disturbing activities funded by this state grant;
12. shall furnish progress reports to include a final report and such other information as is required by the VDHR or the State;
13. shall return in full to the State any State funds used for any work that does not meet the Secretary of the Interior's Standards for Rehabilitation as deemed by the Department;
14. shall initiate and complete the work within the applicable time frame after receipt of approval from the VDHR;
15. shall comply with all applicable requirements of all other State Laws and policies governing this program;  
and
16. has read and acknowledged all information and requirements regarding how this grant shall be administered and how funds shall be disbursed.

\_\_\_\_\_  
Signature of Authorized Certifying Official

Title \_\_\_\_\_

Applicant/Organization \_\_\_\_\_ Date Submitted \_\_\_\_\_