The West Virginia State Historic Preservation Office mission is:

To encourage, inform, support, and participate in the efforts of the people of West Virginia to identify, recognize, preserve, and protect West Virginia's prehistoric and historic structures, objects, sites, and landscapes.

PROGRAM OVERVIEW:
The West Virginia State Historic Preservation Office encounters challenges yet achieves successes as it completes its mission. The revised statewide historic preservation comprehensive plan (plan) identified the following goals: education, awareness, identification, community and economic development and stewardship. To address the objectives of the existing plan and move toward the implementation of the revised plan in 2022, the SHPO will continue to survey and nominate historic resources for listing in the National Register; staff will work with property owners on development grant and tax credit projects; staff will consult with federal and state agencies regarding assisted undertakings; staff will work with historic landmark commissions and other organizations or individuals to improve local preservation efforts and will provide educational resources for the public. The office will continue to develop the webGIS site to enhance the ability to access historic resource information.

The following details the proposed activities for FY 2022, which will address goals and objectives of the plan and meet the NPS grants manual requirements.
MAJOR TASKS

Depending on availability of funding and staff responsibilities, the Office will undertake the tasks described below in FY2022. These tasks correspond to Goal Objectives described in the 2020-2024 Statewide Comprehensive Historic Preservation Plan, as indicated parenthetically.

CERTIFIED LOCAL GOVERNMENT
1. Staff will complete performance evaluations on at least 25% of all CLGs and work with noncomplying programs to improve them within a given time period. [1.4, 5.1]
2. Staff will educate the public regarding activities of the CLG program. [1.1, 1.4, 4.3, 5.1]
3. The Office will advise local governments regarding the creation and adoption of local historic preservation protective mechanisms. [4.4, 5.1, 5.5, 5.7]
4. Staff will recommend opportunities for CLG members to attend trainings developed or approved by SHPO. [1.1, 1.4, 2.2]

DEVELOPMENT, ACQUISITION AND COVENANTS
1. The Office will administer approximately $400,000 in state historic preservation grants for restoration, rehabilitation, stabilization, and archaeological investigation, which will be awarded according to the priorities of the program description. The applications will be reviewed by an outside professional panel to recommend funding for approval by the WV Archives and History Commission. [4.2]
2. The Office will continue to monitor active covenants and easements through correspondence and site visits by staff and/or a consultant hired by SHPO. [4.4]

NATIONAL REGISTER
1. Staff will provide technical assistance to interested parties regarding National Register nominations. [3.1]
2. Staff will provide training through public workshops and/or informal meetings as requested to educate interested parties, including the members of the WV Archives and History Commission (State Review Board) on the National Register program. [1.5, 3.1]
3. Staff will process nominations according to 36 CFR 60. [3.1]
4. Staff will identify and evaluate resources for National Register eligibility. [3.1]
PLANNING
1. Staff will provide assistance and support, as requested, to organizations and government entities in historic preservation planning activities such as easements. [Obj 5.1, 4.4, 5.5]

2. Staff will assist in development of planning studies and historic contexts, as necessary. [Obj 3.2]

3. Office will develop, purchase, adapt or implement advanced digital methods to assist in preservation efforts such as mobile applications for survey and education. [Obj 3.1, 1.4]

4. Staff will provide assistance in developing or revising local ordinances, regulations, standards or guidelines. [Obj 5.1]

REVIEW AND COMPLIANCE
1. Staff will continue to conduct reviews. Approximately 1,500 state and federal reviews will be completed. [Obj 5.6]

2. Staff will continue to work with state and federal agencies to develop memoranda of agreement and programmatic agreements, as necessary. [Obj 5.6]

3. Staff will continue to work with the agency officials, their representatives, applicants, and the interested public to promote cooperation and understanding with regard to the review and compliance process and to West Virginia’s historic resources. [Obj 2.2, 5.6]

SUBGRANT ADMINISTRATION
1. A grant panel of 3-4 outside professional members will review and make recommendations for survey and planning funding according to established criteria. The priorities of the program descriptions will be used to select projects in each subgrant program. [Obj 4.2]

2. Subgrant orientation meetings will be held for all grant recipients to explain requirements, contract provisions, and finalize scopes of work. [Obj 1.1, 1.4, 5.3]

3. Staff will monitor individually assigned projects to oversee completion. [Obj 4.3, 5.7, 5.3]

SURVEY
1. Staff will provide technical assistance and work with interested parties, including CLGs, as they undertake survey efforts. [3.1]

2. Staff will continue survey efforts around the state. These efforts may focus on counties that are underrepresented in the existing inventory as well as communities and resource types. [3.1]
3. Staff will attend public workshops and/or informal meetings as requested to educate interested parties on the Survey program [1.4]
4. Staff will continue to digitize and provide public access to state survey materials, by utilizing GIS and other advanced techniques. [3.1, 4.1]
5. Staff will update survey manual to ensure more consistent survey results for all interested parties [3.1]

TAX
1. Staff will continue to promote the tax credit program through speaking engagements and informal meetings with all interested groups and individuals. [1.1, 1.2, 1.3, 1.4, 2.2, 4.1, 4.2, 4.3, 5.3]
2. Staff will review Historic Rehabilitation Certification Applications received under the state and federal tax credit programs. [Obj 4.5]
3. Staff will offer print and web-based education on the availability and methods of applying for Historic Rehabilitation state and federal tax credit programs. [1.1, 1.2, 1.3, 1.4]

OTHER
1. Staff will provide educational programs, training, and information on historic preservation issues. [1.1, 1.2, 1.3, 1.4]
2. Staff will provide technical assistance to the Capitol Building Commission which is chaired by the State Historic Preservation Officer. [4.1, 5.3]
3. Staff will develop events, publications, and web resources to promote and educate regarding historic resources and historic preservation efforts. [1.1, 1.2, 1.3, 1.4, 2.2, 2.3, 2.4, 2.5]
4. Staff will be responsible for state mandated activities such as the archaeological excavation permit process. [Obj 5.6]
5. Staff will respond to inquiries regarding the identification and protection of cemeteries. [3.1, 4.4]
6. The office will offer a grant scholarship program intended to financially assist individuals in attending national and state level preservation conferences and workshops if funding is available. [Obj 4.3]
7. The office will continue efforts to update and maintain its GIS. The updates will be provided to the WV GIS Technical Center and made available to the public via WebGIS application. [Obj 5.3, 5.4]
Federal Survey and Planning Grant funding may be carried over through September 30, 2022.

Funding will be distributed among the individual grant programs based upon goals and objectives set forth in the statewide comprehensive historic preservation plan. Survey and National Register grant applications will be given priority consideration. At least 10% of the state's annual allocation will be awarded to active Certified Local Governments.

Certified Local Governments will be required to provide a 30% match; if non CLG organizations are awarded, they will be required to provide a 40% match.

Staff reserves the right to apply up to approximately, but no more than, 10% of the development grant annual funding to the endangered property fund. Staff also reserves the right to apply up to but no more than 10% of the development grant annual funding to the cemetery grant program should sufficient funds be allocated.
I have reviewed the Draft Historic Preservation Office’s Annual Work Program for Fiscal Year 2021-2022 and wish to make the following comments about the activities proposed in the document.

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Printed Name: __________________________ Signature: __________________________
Address (include city & zip): _________________________________________________
Phone: __________________________ Library Location: __________________________

DEADLINE FOR COMMENTS: August 31, 2021

Return form to: Christy Moore, Grants Coordinator
WV Dept of Arts, Culture and History
State Historic Preservation Office
1900 Kanawha Blvd., East
Charleston, WV  25305-0300

Or email to: christina.j.moore@wv.gov