

SUBGRANT PROGRAM DESCRIPTION

WEST VIRGINIA STATE HISTORIC PRESERVATION OFFICE

DEVELOPMENT – ARCHAEOLOGY

GRANT PURPOSE: To assist organizations and individuals in (a) the preservation of, or (b) the recovery of information from a particular paleontological or archaeological site.

ALLOWABLE ACTIVITIES

PROTECTION: Applying measures designed to affect the physical condition by defending or guarding it from deterioration, loss or attack, or to cover or shield the site from danger or injury. This is usually of a temporary nature, and anticipates future preservation treatment.

STABILIZATION: Applying measures designed to reestablish the physical stability of a deteriorated site while maintaining the essential context and integrity as it exists at present.

PRESERVATION: Applying measures to sustain the existing form, context, integrity and materials of a site.

EXCAVATION: Consists of conducting archaeological investigations in accordance with guidelines published by the West Virginia State Historic Preservation office, only to the extent required to determine National Register eligibility or answer a specific research question. Research design must clearly justify the need for this information.

ELIGIBILITY CRITERIA

SPONSOR ELIGIBILITY:

1. Sponsor must own the property; OR Sponsor must be leasing or renting the property and have written permission from the owner to conduct the work; OR Sponsor must have a commitment with the owner to purchase the property.
2. Sponsor must demonstrate the ability to successfully implement the project.
3. Sponsor must be a state or local government agency, not-for-profit organization, private citizen, for-profit firm or organization, or education institution.

PROPERTY ELIGIBILITY:

1. The property must be individually listed in the National Register of Historic Places or be a contributing resource in a National Register Historic District.

PROJECT ELIGIBILITY:

1. The project must fit in at least one category defined under ALLOWABLE ACTIVITIES.
2. The application must be complete with all required supplementary information.
3. Applicant must indicate a specific purpose for proposed archaeological survey and/or excavation projects. Acceptable reasons for survey and excavation include resource identification, projects addressing distinct research questions, and evaluation of sites threatened or negatively affected by ground-disturbing activity. Applications without a stated purpose meeting the above mentioned criteria will not be accepted.

FUNDING PRIORITIES

1. Projects whose objectives involve the protection, stabilization, or preservation of an archaeological resource in danger from such land altering activities as development or erosion.
2. Projects whose objectives involve the protection and preservation of archaeological resources in danger of destruction from unauthorized excavation or looting.
3. Projects whose objectives involve the preservation of an archaeological resource through interpretation and public education.

SELECTION CRITERIA

Projects will be selected based primarily on the funding priorities, but evaluation will include consideration of the following criteria:

1. Administrative and financial management capabilities of the sponsor.
2. Level of Significance of the property.
3. Community interest and support.
4. Public benefit and public accessibility.
5. Critical threat to the property and the potential for the proposed work to reduce that threat.

Projects from lower priorities may be selected if extraordinary circumstances exist.

APPLICATION PROCEDURES

APPLICATIONS AVAILABLE FROM:

Historic Preservation Office
Division of Culture & History
The Cultural Center
1900 Kanawha Blvd., E.
Charleston, WV 25305
304/558-0220

DEADLINE: Postmarked by March 31st

SELECTION PROCESS

Historic Preservation Office staff reviews applications for completeness and eligibility and compiles a listing of projects according to the above priorities and selection criteria. This may result in partial funding of some projects.

APPROVAL TIME:

The Archives and History Commission will review and select projects. Awards will be announced after the Spring/Summer Commission Meeting.

GRANT CONDITIONS

- Submission of deed to the property and a letter of support from the property owner if owner is not project sponsor.
- Verification of flood plain status or of flood insurance.
- Signing of a contract for the project with the State of West Virginia.
- Signing of a covenant on the property, insuring its maintenance and historic integrity (if not completely excavated) and agreeing to open the property to the public on a limited basis.
- Submission of an artifact curation plan for approval of the staff archaeologist. All artifacts must be curated as per 36CFR79: Curation of Federally owned and administered Archaeological Collections and the WV State Curatorial Guidelines Collections Management Facility.
- Use of competitive procedures for procurement.
- Submission of specifications and contracts to the State Historic Preservation Officer for approval before beginning work and before making any changes in the course of the work.

- Erection of a sign during the project period indicating that the project was partially funded by the Historic Preservation Office of the West Virginia Division of Culture and History and the National Park Service.
- Inspection and approval of work by the State Historic Preservation Office.
- Maintenance of proper financial records and submission of documentation (invoices and canceled checks) for reimbursement.
- Submission of progress reports to State Historic Preservation Office.
- Additional photographs of existing conditions and of the completed work.
- A final project report.
- Approval of this grant shall constitute receipt of an approved excavation permit from the State Historic Preservation Office as per Chapter 29, Article 1, Section 1 and 5 of the Code of West Virginia.
- The supervising archaeologist must meet the Secretary of the Interior's Professional Qualification Standards for Archaeologist. Project archaeologist(s) should also be able to demonstrate appropriate work experience and/or training.

BEGINNING DATE: Annually July 1
ENDING DATE: Annually June 30

All grant expenditures and match resources must be expended for services and/or materials used for the approved project during the project period.

FUNDING LIMITS: No grant will be awarded for less than \$1,000.00

MATCHING REQUIREMENTS

Grants are awarded for no more than 50% of the total project costs, with the project sponsor providing at least 50% of the total costs of the project.

ELIGIBLE MATCH: Non-Federal sources of cash, donated materials and labor, or materials and labor provided by a third party for necessary and reasonable project costs. Cash derived from the Community Development Block Grant Program, Revenue Sharing Program.

INELIGIBLE MATCH: Federal sources of match with the exception of those described above. Any costs whether cash or in-kind that is not necessary and reasonable to the completion of the project and within the grant period. Design services provided by the Main Street West Virginia program. Value of property obtained outside of project period.

FUNDING SOURCE: West Virginia Special Revenue

AUTHORITY: Chapter 29, Article 1, Section 1 and Section 5 of the Code of West Virginia. Title 82, Series 2, Section 4 of the Division of Culture and History Legislative Rules. The National Historic Preservation Act of 1966, as amended (16 USC 470). National Register Program manual (NPS-49).

GUIDELINES/REGULATIONS: All projects must comply with: (1) All applicable Secretary of the Interior's Standards; (2) Labor standards and, when applicable, the prevailing wage rates as established by the West Virginia Department of Labor and Assurances Construction Programs as listed on Standard Form 424D; (3) Civil Rights Act of 1964 as amended by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act; West Virginia competitive bidding and purchasing requirements; and 18 USC 1913 regarding the use of federal funds for lobbying activities. Field work and report preparation must be conducted in accordance with *Guidelines for Phase I, II, and III Archaeological Investigations and Technical Reports* (WVSHPO 2001).

The activity that is the subject of this program description has been financed with Federal funds from the National Park Service, Department of the Interior. The program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally Assisted Programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, DC 20240.