

# SUBGRANT PROGRAM DESCRIPTION

## WEST VIRGINIA STATE HISTORIC PRESERVATION OFFICE

### COMPREHENSIVE PLANNING

**GRANT PROGRAM PURPOSE:** To organize preservation information pertaining to identification, evaluation, registration, and treatment of historic properties in a logical sequence and set priorities for accomplishing those preservation activities.

#### ALLOWABLE ACTIVITIES

Grant monies are provided to help preserve a community's historic character and resources through planning activities. These include the following:

1. Carrying out the planning process to create a local or county historic preservation plan. At a minimum, the plan should outline strategies for the identification, evaluation, nomination and treatment of historic resources within the area. Ideally it will be created as part of a community's comprehensive plan.
2. Creating various planning studies such as historic context statements. An historic context statement is a document used for interpreting history and historic resources. It groups together properties that share a common theme, geographic area and time period, and describes the significant broad patterns of history in an area that may be represented by historic properties. The development of context statements serves as the foundation for making decisions about identification, evaluation, nomination and treatment of historic properties.
3. Developing ordinances, regulations, or standards, such as design review and historic preservation components of zoning ordinances. Design review and zoning are tools that can be used to protect resources and implement an historic preservation plan. They should ideally be created after an historic preservation plan has been developed.
4. Developing, purchasing, or implementing advanced planning or computer technologies and applications for the purpose of furthering local or county historic preservation planning goals.
5. Printing and distributing plans, planning studies, ordinances, regulations or other similar documents.

All projects must comply with the Secretary of the Interior's Standards for Preservation Planning

#### ELIGIBILITY CRITERIA

##### SPONSOR ELIGIBILITY:

1. Sponsor must provide evidence of resources for match,
2. For a Preservation Planning Grant, sponsor must have legal authority over area affected by a preservation plan.

##### PROJECT ELIGIBILITY:

1. The project must fit in at least one category defined under allowable activities.
2. The applications must be complete with all required supplementary information.

## FUNDING PRIORITIES

For Preservation Planning Grants, greater consideration will be given to grant applications dealing with parts of the state where development pressures, demolition, or neglect appear to threaten those resources.

For Historic or Archaeological Contexts, greater consideration will be given to grant applications demonstrating appropriate research design and applicability/usefulness to community.

Below are listed a number of possible **thematic** topics that might be utilized in the development of historic context statements:

|                        |                   |                             |
|------------------------|-------------------|-----------------------------|
| Industry               | Social & Cultural | Exploration                 |
| Development            | Public Works      | Architecture                |
| Religion               | Engineering       | Military                    |
| Transportation         | Agriculture       | Commerce                    |
| Communications         | Health/Medicine   | Arts & Letters              |
| Community Planning     |                   | Government, Politics & Law  |
| Landscape Architecture |                   | Minority or Ethnic Heritage |
| Education              |                   | Recreation                  |

## SELECTION CRITERIA

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

1. Administrative capabilities of sponsor.
2. Financial management capabilities of the sponsor.
3. Application quality.

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 October 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 Commission Meeting.

## GRANT CONDITIONS

- The grant recipient must attend a subgrant management workshop in Charleston.
- The grant recipient must submit reports as required.
- The sponsor must provide to the office, plans for implementation of results of the project.
- The grant recipient must submit a Final Project Report.
- The grant recipient must submit 5 copies of Final Product.
- Any consultant or staff used for your project must meet 36 CFR 61 qualifications,

**BEGINNING DATE:** ANNUALLY IN MARCH  
**ENDING DATE:** JUNE OF THE FOLLOWING YEAR

**Funding Limit:** No grant will be awarded for less than \$ 1,000.00

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

## MATCHING REQUIREMENTS

Grants are awarded for no more than 60% of the total project costs, with the project sponsor providing at least 40% of the total costs of the project. **Match for Certified Local Governments is 70/30. CLG grants will be awarded for no more than 70% of the total project costs, with the CLG sponsor providing at least 30% of the total costs of the project.**

**ELIGIBLE MATCH:** Non-Federal sources of cash, Cash derived from the Community Development Block Grant Program, Revenue Sharing Program, in-kind or donated contributions.

**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.

**FUNDING SOURCE:** Historic Preservation Fund, National Park Service

**AUTHORITY:** Chapter 29, Article 1, Section 1 and Section 5 of the Code of West Virginia, The National Historic Preservation Act of 1966, as amended (16 U.S.C 470).

**GUIDELINES/REGULATIONS:** All projects must comply with the Secretary of the Interior's Standards for Preservation Planning; West Virginia competitive bidding and purchasing requirements; the National Register Program Guidelines, NPS-49; 18 USC 1913 regarding the use of Federal funds for lobbying activities; Section 504 of the Rehabilitation Act of 1973; Title VI of the Civil Rights Act of 1964; Americans with Disabilities Act; and Federal Procurement Standards as enumerated in 43 CFR 12, Subpart C, Uniform Administration Requirements for grants.

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.