

**Small Matching Historic Preservation Grants  
Formal Solicitation for Applications  
February 29, 2016 – April 29, 2016  
for Fiscal Year 2017-2018**

The Florida Department of State is currently soliciting applications for Small Matching Grant-in-Aid assistance for historic preservation projects. Applications will be accepted **online** at [flheritage.com/grants](http://flheritage.com/grants) beginning February 29, 2016, and must be submitted online by 11:59 p.m. on April 29, 2016. Application attachments must be sent electronically as specified in the application, no later than 11:59 p.m., Friday, April 29, 2016.

**FUNDS AVAILABLE**

Funding availability will depend upon legislative appropriation during the 2017 Legislative Session. Recommended grant awards will not exceed \$50,000.00.

It is projected that approximately \$118,250 will be made available for Certified Local Government (CLG) program grants for conducting survey, planning and National Register nomination projects. These funds will be comprised of the required 10% of Florida's annual Federal Historic Preservation Fund apportionment, and will be available only to those local governments that are already certified or meet the requirements of item (d) below.

**WHO IS ELIGIBLE TO APPLY**

Eligible applicants include:

- (a) Departments or agencies of the State of Florida (including state universities);
- (b) Units of county, municipal or other local governments;
- (c) Any Florida not-for-profit corporation, institution, or organization; and
- (d) Certified Local Governments in good standing, which have received U.S. National Park Service certification by the application deadline April 29, 2016.

Non-secular organizations are eligible to apply for grant-in-aid assistance. However, eligible development activities involving non-secular properties are limited to work on the exterior of the property and only those interior activities that are essential to the preservation of the structural integrity of the property.

**PROJECTS ELIGIBLE FOR FUNDING**

**Acquisition and Development projects** include acquisition, preservation, protection, restoration, rehabilitation and stabilization of historical and archaeological properties; investigation of individual archaeological sites; and planning for eligible Acquisition and Development activities, such as the preparation of architectural plans and specifications.

**Protection and Education activities** include survey and evaluation of historical and archaeological properties; preparation of data for and the actual listing or registering of historical and archaeological properties in the Florida Master Site File or the National Register of Historic Places; preparation of long-range historic preservation and management plans for historical and archaeological properties; community education and community relations projects promoting the preservation of historical and archaeological properties; and research of historical documents for the purpose of documenting and evaluating the significance of historical and archaeological properties.

Other preservation activities may also be eligible for grant assistance. If you have a question about the eligibility of a project or work element, please call the Grants staff of the Division of Historical Resources at 1.800.847.7278 or 850.245.6333.

## **DIVISION PRIORITIES**

Historic preservation grants are awarded to locate, identify, interpret, and protect significant historic properties in the State of Florida and to provide a basis for effective preservation planning throughout the state. Though all eligible properties are eligible to apply, the priorities of the Division for this cycle are as follows:

### A. Survey Priorities

1. Surveys to identify, evaluate and document historic properties and archaeological sites associated with Florida's minority heritage.
2. Surveys located in areas subject to intensive development pressure.

### B. Registration (National Register) Priorities

1. Registration of historic resources identified by previous survey activity.
2. Registration of properties of national significance, and not previously listed in the National Register.

### C. Planning Priorities

1. Development of plans for informing the public as to the economic and other benefits of preserving historical resources.
2. Development of protection tools, such as local ordinances.

### D. Community Education Priorities

1. Projects that use technology to maximize outreach.

### E. Acquisition and Development Priorities

1. Assistance for stabilization or other appropriate preservation treatments for properties which are in danger of being lost due to physical deterioration or planned development.
2. Assistance in the restoration and rehabilitation of properties for which appropriate preservation planning is complete or well underway, particularly those which will be placed in public use.

All eligible applications will be judged on their merits according to the criteria in [Chapter 1A-39, Florida Administrative Code](#), and the [Small Matching Grant Guidelines](#).

## **PROJECTS THAT DO NOT REQUIRE MATCH**

Certified Local Governments are not required to match for both federal and state funding applications.

Florida Main Street communities are not required to match for Main Street one-time “start-up” grants up to \$25,000.

Applications submitted by local governments and not-for-profit organizations for projects located in Rural Economic Development Initiative (REDI)-designated counties and communities are eligible to request a waiver of matching requirements as per Section 288.06561, Florida Statutes. Please visit [florida-redi.com](http://florida-redi.com) or contact the Florida Department of Economic Opportunity for information on currently-designated REDI areas. A map of these areas can be found at [floridajobs.org/REDI/RAOMap.pdf](http://floridajobs.org/REDI/RAOMap.pdf).

## **MATCH REQUIREMENTS AND PROJECT SUPPORT**

All other applications require a 1:1, equivalent match. That is, grant funds will be given to support up to 50% of the cost of an eligible project, with the other 50% provided by the grant recipient (grantee) in the form of cash match or match in the form of allowable in-kind services and materials with a specified cash value. The required match must include a minimum cash match contribution of 25%. In valuing in-kind and donated services, please be sure to use a value that reflects a typical fair market value you would pay if you were purchasing such services. All match contributions must occur during the July 1, 2017 – June 30, 2018 grant period. **Any expenditures or**

**donations made prior to the grant period are not allowable match contributions.**

Please note that while direct administrative and project management costs for conducting grant activities may be considered allowable, indirect administrative charges or overhead are not allowable as match and are not reimbursable grant expenditures. Project Administrative Expenditures may not exceed 10% of the grant award amount.

It is important that the applicant document support for the project for which funding is requested. Several letters of support, endorsements, resolutions, and other documentation evidencing local, regional or statewide support for the project contribute significantly to the application review.

**NUMBER OF APPLICATIONS**

An applicant from the same organization shall submit no more than one (1) application per category under a single application deadline.

**APPLICATION REVIEW AND PROJECT SELECTION**

Applications and attachments must be submitted electronically by 11:59 p.m. on Friday, April 29, 2016. All eligible applications will be evaluated on a competitive basis by Grant Review Panels in public meetings in Tallahassee. Grant panelists are appointed by the Secretary of State and will prioritize all applications and recommend a level of funding (full or partial) for each project.

Please note that staff will make recommendations of funding for each project during the public panel review process. Project selection and funding levels are the responsibility of the grant panels, and staff recommendations may be altered during the course of the public review meeting. Final recommendations to the 2017 Legislature will be made by the Department of State.

Projects approved for funding by the 2017 Legislative and the Governor will be announced by July 1, 2017. No work begun before July 1, 2017, will be eligible for payment.

**ADDITIONAL INFORMATION**

If you have any questions regarding proposed projects or the application process, please call the Grants staff of the Division of Historical Resources at 1.800.847.7278 or 850.245.6333 or email [BHPgrants@dos.myflorida.com](mailto:BHPgrants@dos.myflorida.com). You may visit [flheritage.com/grants](http://flheritage.com/grants) for more information on the grants program and to begin the application process.