**Special Category Historic Preservation Grants**

**Formal Solicitation for Applications**

**May 15, 2017 – June 15, 2017**

**for Fiscal Year 2018-2019**

The Florida Department of State is currently soliciting applications for Special Category Grant-in-Aid assistance for historic preservation projects. Applications will be accepted **online** at [dosgrants.com](http://dos.myflorida.com/historical/grants/). The application submission period **will open May 15, 2017, and end at 5:00 p.m. on June 15, 2017**. Applications will only be accepted electronically and must be complete to be considered for evaluation.

**SPECIAL CATEGORY GRANTS PROGRAM**

The purpose of the Special Category Grants Program is to provide funding to assist major local, regional, and state-wide efforts to preserve significant historic structures and archaeological sites, to assist major archaeological excavations and collection research, and assist in the development, fabrication and installation of major museum exhibits that will promote knowledge and appreciation of the history of Florida. For the purpose of this program, the term "major" means projects with grant funding needs in excess of $50,000. This program does not fund operational support for museums or historic preservation organizations.

**FUNDS AVAILABLE**

Funding availability will depend upon legislative appropriation during the 2018 Legislative Session. Recommended grant awards will range from $50,000 to $500,000.

**WHO IS ELIGIBLE TO APPLY**

Eligible applicants include departments or agencies of the State of Florida (including state universities); units of county, municipal or other local governments; or any Florida not-for-profit corporation, institution, or organization.

Non-secular organizations are eligible to apply for grant-in-aid assistance for work on religious properties. However, eligible development activities involving religious properties are limited to work on the exterior of the property and only to those interior activities that are essential to the preservation of the structural integrity of the property. For clarification, “religious properties” include any real property and associated improvements owned by a religious institution such as churches, schools, meeting halls and parish houses and any real property, regardless of ownership, that is used as a place of worship.

For historical museum projects, applicants must be a governmental or non-profit Florida history museum. A Florida history museum is an institution established permanently in Florida, promoting and encouraging knowledge and appreciation of Florida history through the collection, presentation, exhibition, and interpretation of artifacts and other historical items related to Florida history. The mission of the museum must relate directly to the history of Florida.

**PROJECT TYPES ELIGIBLE FOR FUNDING**

1. **Acquisition** of historic properties or archaeological sites;

2. **Development** activities, including: restoration, rehabilitation, preservation, and reconstruction, and site-specific planning required for these activities;

3. **Archaeological** projects, including: research, field testing and excavation, analysis and publication of findings, as well as collection research and analyses; and

4. **Museum exhibit** projects for Florida history museums, including: research, exhibit design, fabrication and installation.

Museum Exhibit projects involve development and presentation of exhibitions and educational materials on the history of the human occupation of Florida through use of artifacts, graphics, audiovisual elements, text panels and educational materials. Projects must result in a tangible product related to Florida history.

Property for which an applicant is requesting Special Category grant assistance does not need to be listed in the National Register of Historic Places. However, if a property is not listed in the National Register, the applicant must provide sufficient information to allow its historic significance to be fully evaluated. Such historical information for properties that are designated under a local historic preservation ordinance may be contained in a local Designation Report. For other properties, this information may be contained in a historic sites survey report or other documentation. It is not necessary to supply this information for historical museum exhibition projects, unless the museum is located in a historic building.

All proposals for repair, restoration, or rehabilitation work must follow the *Secretary of Interior’s Standards for the Treatment of Historic Properties,* and applicable accepted industry standards. All proposals for archaeological excavations must follow the *Secretary of Interior’s Standards for Archaeological Documentation*.

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 refer to the *Special Category Grant Guidelines* or call the Division of Historical Resources at 850.245.6333 or 1.800.847.7278.

**STATEWIDE PRESERVATION PRIORITIES**

Though the Division of Historical Resources will accept applications for the project types listed above, the statewide historic preservation priorities established by the Division for this cycle are as follows:

* Archaeological research of collections housed at established Federal, State, or public institutions
* Projects that support communities underrepresented in historic preservation

**AWARD AMOUNT AND MATCH REQUIREMENTS**

The Applicant Organization shall request no more than $500,000 in a single application. The minimum grant request amount for the Special Category Grant Program is $50,000.

The match requirement for the Special Category Grant Program shall be the greater of $50,000 or 50 percent of the requested grant amount, unless reduced for communities participating in the Rural Economic Development Initiative (REDI) program, administered by the Department of Economic Opportunity. The match requirement shall be reduced to 10 percent of the requested grant amount for projects within rural counties or communities designated as REDI-qualified in accordance with Sections 288.0656 and 288.06561, *Florida Statutes*. The county or community in which the project is proposed to be located must be a REDI community at the time of application submission. A list of REDI qualified counties and municipalities is available by contacting the Department of Economic Opportunity.

**Please remember that any** **work undertaken prior to the grant period is not allowable to be covered by grant funds or count as match contribution.**

**NUMBER OF APPLICATIONS**

An Applicant Organization may submit only one (1) Historic Preservation Special Category Grant Application under a single application submission period. State, county or city governments, or universities may submit single applications from more than one division or department during any grant cycle, provided that those divisions or departments are separate and distinct budgetary units, and provided that applications do not address the same facility, project, property, or site.

Application Organizations may have no more than one (1) previously awarded grant from the Division (Special Category or Small Matching) open at the time of application. Applications from Applicant Organizations with more than one open grant from the Division will not be accepted. Open grants include: Any previously reviewed applications that have been submitted to the Florida Legislature for funding; any applications that have been designated funding by the Florida Legislature but have not yet executed a Grant Award Agreement; any funded grant that has not completed its Scope of Work or is still in its Grant Period. As such, applications from Applicant Organizations with more than one open grant from the Division shall be ineligible.

**APPLICATION DEADLINE**

Applications will be accepted only via the Department of State grants online system between May 15, 2017, and 5:00 p.m. on June 15, 2017.

**APPLICATION REVIEW AND PROJECT SELECTION**

Eligible applications will be evaluated on a competitive basis by the Florida Historical Commission (FHC) in a public meeting scheduled for **September 19 and 20, 2017**. The Commission will review and score applications pursuant to criteria in Chapter 1A-39.001, *Florida Administrative Code*, and recommend to the Secretary of State those applications that should be forwarded to the 2018 Legislature for funding consideration in State Fiscal Year 2019. A level of funding (full or partial) will be recommended for each project. In accordance with the Government Performance and Accountability Act of 1994, the Division of Historical Resources is mandated to increase the number of historic and archaeological properties protected or preserved for public use. As a result, in order to meaningfully benefit as many properties as possible, projects may not be recommended for the full amount requested; rather, the FHC may recommend an amount intended as a significant contribution to the project.

The FHC’s recommendation to the Secretary of State will not result in any immediate grant award. The award and level of funding for each Special Category project will be subject to specific legislative appropriation.

**For projects receiving funding from the 2018 Legislature, funds will become available after July 1, 2018, which is the beginning of the 2018-2019 State Fiscal Year.** The funds must be fully obligated (under contract) by June 30, 2019. Any unexpended balance of grant funds will revert to the state at the end of the 24-month period, on June 30, 2020.

**ADMINISTRATIVE REQUIREMENTS**

To receive grant funds, grantees will be required to sign a Grant Award Agreement containing specific administrative responsibilities. Grantees with Special Category grant projects involving acquisition or development activities will also be required to execute **Restrictive Covenants** that must be recorded with the property deed by the Clerk of Circuit Court in the county where the property is located prior to the release of the grant funds. These covenants require that, in exchange for state grant funds, the grantee will not undertake modifications to the property (other than routine repairs and maintenance) for a period of 10 years, or 20 years in the case of acquisition, without review and approval of plans and specifications by the Division. Additional information regarding these covenants is available from the Division upon request.

For Special Category grant projects involving properties other than real property (e.g. aircraft, locomotive, trolley, or marine vessel), grantee shall execute and notarize a **Preservation Agreement** in which the grantee and property owner shall commit to assuming the cost of maintenance and repair of the property, permit no alterations without prior permission from the Division, and allow the inspection of the property by the Division for a period of 10 years. Detailed information about the Preservation Agreement is available from the Division upon request.

**ADDITIONAL INFORMATION**

If you have any questions regarding proposed projects or the online application form, please call the Historic Preservation Grants Program, Division of Historical Resources, at 800.847.7278 or 850.245.6333 or email at [BHPgrants@dos.myflorida.com](mailto:BHPgrants@dos.myflorida.com).