

# SUBGRANT PROGRAM DESCRIPTION

## WEST VIRGINIA STATE HISTORIC PRESERVATION OFFICE

### NAME OF GRANT PROGRAM: PREDEVELOPMENT

**PROGRAM PURPOSE:** To assist in activities necessary prior to the development of a property

**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 USC 470),

**GUIDELINES/REGULATIONS:** All projects must comply with the Secretary of the Interior's Standards for Registration; 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.

**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 80/20. CLG grants will be awarded for no more than 80% of the total project costs, with the CLG sponsor providing at least 20% 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.

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#### **ALLOWABLE ACTIVITIES**

**HISTORIC STRUCTURE REPORTS:** A description of existing conditions prior to development of a historic resource.

**FEASIBILITY STUDY:** A detailed physical investigation and analysis of a historic property conducted to determine the financial, technical, or economic advisability of a proposed project and/or alternate courses of action.

**PLANS AND SPECIFICATIONS:** Detailed working drawings and technical specifications necessary to guide the construction, determine the scope of work, and provide a firm basis for competitive bidding and contractual obligations.

#### **ELIGIBILITY CRITERIA**

##### **SPONSOR ELIGIBILITY:**

1. Sponsor must own property; **OR**  
Be leasing or renting the property and have written permission from the owner to conduct the project; **OR** Have a commitment with the owner to purchase the property; **OR** Have written permission from the owner to conduct the project;
2. Be a governmental entity with some legal authority over resources affected by the project.
3. The applicant must provide evidence of resources for match.

##### **PROJECT ELIGIBILITY:**

1. There must be a commitment to take action based on the results of the project.
2. Design guidelines and protection plans will only be funded in areas with completed survey; and the area should be listed on the National Register as a historic district.
3. Plans and specs will only be funded for projects listed on the National Register of Historic Places.
4. The application must be complete with all required-supplementary information.

#### **FUNDING PRIORITIES**

1. Projects providing enough information to the sponsor to begin development work.
2. Projects providing enough information to the sponsor to make decisions on development priorities or property use.

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### **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. Community interest and long range economic effects of the projects
3. Threat to property(s)
4. Projects having a direct impact on a large audience
5. Architectural/historical value of resources effected

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 ext. 720

**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.

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### **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,

Any consultant or staff used for your project must meet 36 CFR 61 qualifications. This condition may be waived upon individual consideration by WV SHPO.

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.