

National Park Service

Notice of Funding Opportunity

FY2024 Historic Preservation Fund - Paul Bruhn Historic Revitalization Subgrant Program

Funding Opportunity Number

P24AS00548

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BASIC INFORMATION

Announcement Type: Initial

Funding Opportunity Number: P24AS00548

Assistance Listing Number(s): 15.966

Estimated Total Program Funding: \$10,000,000

Expected Number of Awards: 12

Award Ceiling: \$750,000

Award Floor: \$200,000

Cost Sharing Required?

No

Closing Date Explanation

Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date.

Have Questions?

All questions can be emailed to STLPG@nps.gov or left on the voicemail line of 202-354-2020

Executive Summary

The goal of the Paul Bruhn Historic Revitalization Grants Program is to fund subgrant PROGRAMS that support the rehabilitation of historic properties to foster economic development in rural communities. These subgrant programs, managed by States, Tribes, Certified Local Governments, special district governments, and non-profits will select, fund, and manage preservation projects for historic properties to include architectural/engineering services and physical preservation.

ELIGIBILITY

Eligible Applicants

State governments

County governments

City or township governments

Special district governments

Public and State controlled institutions of higher education

Native American tribal governments (Federally recognized)

Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Information on Eligibility

Eligible Applicants must be:

- Nonprofit, tax-exempt U.S. organizations, with *or* without 501(c)(3) designation
- Tribal Historic Preservation Offices
- State Historic Preservation Offices
- Certified Local Governments (list provided at <http://go.nps.gov/clg>)
- Special district governments, except school districts, located within a Certified Local Government

Eligible Subgrant recipients must be:

- Properties listed in or determined eligible for listing in the National Register of Historic Places
- Properties located in rural areas, definition below
- Properties within the grantee's jurisdiction
- Grants/subgrants are not available for sites or collections that are owned or leased by the federal government, or in which the federal government holds a property interest.

Definition of Rural

For the purposes of this program, the definition of rural follows the eligibility requirements used by the U.S. Department of Agriculture (USDA) for Rural *Business* Programs. USDA describes "rural" America as "nonmetropolitan (nonmetro) areas," defined on the basis of counties.

Nonmetro counties include some combination of:

1. open countryside,
2. rural towns (places with fewer than 5,000 people and 2,000 housing units), and
3. urban areas with populations ranging up to 50,000 people that are not part of larger metropolitan areas.

Search here by location/address to find eligible rural/nonmetro areas:

<https://eligibility.sc.egov.usda.gov/eligibility/welcomeAction.do?pageAction=irp>

Restrictions and Requirements for Non-U.S. Entities or Projects

- We do not fund [countries supporting terrorism subject to U.S. sanctions](#).
- We do not fund [countries under U.S. Treasury sanctions without licenses](#).
- You must get all required approvals for work outside the U.S. We are not responsible for your compliance with local rules.
- For projects over \$500,000, you may need to comply with [2 CFR 175.105\(b\)](#) before we make an award.

Cost Sharing Requirement

Cost Sharing Required?

No

GET READY TO APPLY

Required System Registrations

Unique Entity Identifier and SAM.gov Registration

Before applying, all **applicants** except individuals applying as a natural person **must be registered in SAM.gov**. During the SAM.gov registration the entity will obtain their Unique Entity Identifier (UEI).

The SAM.gov registration process can take several months. If your organization is not already registered in SAM.gov, begin the registration process as soon as possible.

To register in SAM.gov, go to the [SAM.gov website](#) and use the available resources to complete registration.

- **Financial assistance registrants** must review and certify compliance with the SAM.gov “Financial Assistance General Representations and Certifications”.
- **Already registered?** You already have a Unique Entity ID. Before applying, check that your “Financial Assistance General Representations and Certifications” on SAM.gov is complete. Remember to renew your registration every year to keep it active while you have an award or application in progress. You can update your registration whenever you need, including during renewal.
- **Need help?** For additional information and contact information on the [SAM.gov Help page](#).

Refer to Attachment – Submission Instructions & Tips.

GRANTS.GOV

This program accepts applications through [Grants.gov](#) so once you receive your UEI return to Grants.gov to [register](#) with Grants.gov. Please allow 30 days to register and set up a Workspace in Grants.gov. See [Submission Instructions](#) section below for additional details.

PROGRAM OVERVIEW

Program Goals

- The Paul Bruhn Historic Revitalization Grants Program funds subgrant PROGRAMS that rehabilitate historic properties to foster economic development in rural communities.

Program Description

The goal of the Paul Bruhn Historic Revitalization Grants Program is to fund subgrant PROGRAMS that support the rehabilitation of historic properties to foster economic development of rural communities. These subgrant programs, managed by States, Tribes, Certified Local Governments, special district governments, and non-profits will fund preservation projects for historic properties to include architectural/engineering services and physical preservation. Recipients are encouraged to prioritize projects in support of the

celebration of America’s 250th birthday (America250). This may include, but is not limited to, projects that recognize and honor the nation’s founding, history, and cultural heritage.

Legislative Authority

Legislative Authority:

- 54 USC §302904 - Direct grants for the preservation of properties included on National Register
- 54 USC §3001 et seq. - National Historic Preservation Act
- Consolidated Appropriations Act of 2024, Public Law 118-42
- Combined Committee Report for P.L. 118-42. H.R. 2882 Sec. 548
- Further Consolidated Appropriations Act, 2024, Public Law 118-47

Federal Regulations: 2 C.F.R. § 200, 2 C.F.R. § 1402

Type of Award

Projects will be funded through G (Grant).

PREPARE YOUR APPLICATION

Application Content and Format

Pre-Application Requirements

Prior to applying, applicants should review presidential actions found at: <https://www.whitehouse.gov/presidential-actions/> and DOI Secretary’s Orders found at: <https://www.doi.gov/document-library/secretary-order>. By applying in response to this Notice of Funding Opportunity, the applicant certifies awareness and compliance with all currently effective and applicable executive orders and secretary’s orders, including but not limited to the Executive Order titled Ending Radical and Wasteful Government DEI Programs and Preferencing as well as the Executive Order and Secretary’s order titled Restoring Truth and Sanity to American History. Applicants are responsible for ensuring their proposed activities are consistent with the intent and requirements of these directives.

Application Documents

Applicants must submit the following forms with their application as specified below. Instructions for accessing and submitting application forms are provided in the [Submission Instructions](#) section of this document below. For instructions on completing form fields, see the form instructions on the [Grants.gov Forms Repository](#).

All application information is available on grants.gov.

A full application consists of:

Documents 1 through 8 will be available within the “Manage Workspace” Page

1. SF-424 (Application for Financial Assistance)
2. SF-424A (Budget Information for Non-Construction Programs)
3. SF-424B (Assurance for Non-Construction Programs)

***Please note: ALL applicants must fill out the SF-424A and SF-424B, they are mandatory for all grant applications.**

4. SF-424C (Budget Information for Construction Programs)
5. SF-424D (Assurance for Construction Programs)
6. SF-LLL (Disclosure of Lobbying Activities), if anticipated award is over \$100,000
7. Project Abstract Summary
8. Attachments Form

Documents 9 through 11 can be found on the “Related Documents” tab within the Grants.gov opportunity.

9. Program Description Worksheet
10. Budget Justification Worksheet
 - a. Do you have policies and procedures in place that meet the financial management standards in 2 CFR 200.302? NPS may ask for copies of policies if selected for funding.
 - b. Do you have a single audit and was it submitted to the Federal Audit Clearinghouse? If no, do you have another type of audit or other annual financial statement?
 - c. Can you certify that there will be no overlap of Federal Funding?
 - d. Attach a complete set of financial statements including:
 - i. Balance sheet/Statement of Financial Position
 - ii. Statement of Revenue and Expense/Statement of Activities
 - iii. Statement of Cash Flow
11. Program Images Worksheet
12. Indirect Cost Statement (See D6. Funding Restrictions below)
13. Proof of Nonprofit Status (Submit if applicable, see below)
14. Letters of Support (Submit if applicable, see below)

There is no required sequence or naming convention for attaching items to the Attachments Form.

Forms/Assurances/Certifications	Submission Requirement
SF-424, Application for Federal Assistance Note: For applicants requesting more than \$100,000 in Federal funds, the Authorized Representative’s signature (or electronic equivalent) on the Application for Federal Assistance form also represents their certification of the statements in Appendix A to 43 CFR 18-Certification Regarding Lobbying	Required from all applicants
SF-424A, Budget Information – Non-Construction Programs	Required for all projects
SF-424C: Budget Information – Construction Programs	Required for all projects
SF-LLL, Disclosure of Lobbying Activities	Required if requesting more than \$100,000 in Federal funds <u>and</u> the applicant has used or plans to use funds

Forms/Assurances/Certifications	Submission Requirement
	other than Federal appropriated funds for lobbying related to the proposed project.
Project Abstract Summary (OMB 4040-0019). Must include, in plain language: <ul style="list-style-type: none"> • Award purpose, • Activities to be performed, • Expected deliverables or outcomes, • Intended beneficiaries, Subrecipient activities (if known or specified at time of award)	Required from all applicants

Project Narrative

- Program descriptions must address each of the evaluation criteria and applications will be reviewed against this rubric as part of the merit evaluation process.
- NPS will evaluate and consider only those applications that separately address each of the four criteria listed in Section E.
- Each criterion is limited to 6,000 characters including spaces, and a program timeline is limited to 6,000 characters including spaces. No additional sections will be reviewed.
- A suggested Program Description Worksheet format is included under the “Related Documents” tab on grants.gov which includes all character limits.

Budget Narrative

Applicants must describe and justify items and costs listed in their budget. The budget narrative must identify the following cost items: total estimated costs, non-Federal cost share, third-party contributions, and any pre-award costs. Total project cost is the sum of all allowable costs, including required and voluntary cost share and third-party contributions.

Budget items must be:

- Reasonable, allowable, allocable, and necessary
- Compliant with [2 CFR §200 Subpart E](#) cost principles

Indirect Costs: Applicants must indicate in their budget narrative how they will charge indirect costs, including the rate to be applied:

- De Minimis Rate: If eligible, state if your organization is opting to use the de minimis rate of up to 15% of total modified direct costs. Entities that do not have a current Federal negotiated indirect cost rate (including provisional rate) may propose to use the de minimis rate. For more information, refer to [2 CFR 200.414\(f\)](#).
- Negotiated Rate: State if you will negotiate with your cognizant agency. If your organization has previously negotiated a rate, attach a copy of the most recently negotiated rate agreement (active or expired).

This program has a mandated cap on indirect costs or approved rate deviation.

Administration costs necessary to complete and administer the program cannot exceed 25% of total cost (primary and subgrants combined). This limitation for the Historic Preservation Fund is by statute, 54 U.S.C. 302902. Lower relative administrative costs will be considered as a competitive factor. Applicants with administrative costs of no more than 5% will receive the highest rating for this portion of the Feasibility rating criteria. Administrative costs are: Allowable, reasonable, and allocable costs related to the overall management of activities directly related to finance (accounting, auditing, budgeting, contracting), general administrative salaries and wages (grant administration, personnel, property management, equal opportunity) and other “overhead” functions (general legal services, general liability insurance, depreciation on buildings and equipment, etc.) not directly attributable to specific program areas identified in the grant agreement. All administrative costs reported must be absolutely necessary for program implementation, such as the cost items identified in the final grant agreement or items otherwise approved in writing by the NPS Awarding Officer (AO).

- All costs listed in the SF-424A/SF-424C must correspond to the activities in the Program Description and must be outlined in the Budget Justification Worksheet. However, do not include your cost breakdown as part of the narrative Program Description.
- Costs must be broken out into Federal and matching funds by cost center such as personnel, fringe benefits, travel, administrative costs, etc.
- If matching share is included in your budget, please list the sources of non-Federal match as well as if the match is secured or unsecured.
- The following questions must be answered in your budget justification:
 - Do you have policies and procedures in place that meet the financial management standards in [2 CFR 200.302](#)? NPS may ask for copies of policies if selected for funding.
 - Do you have a single audit and was it submitted to the Federal Audit Clearinghouse? If no, do you have another type of audit or other annual financial statement?
 - Attach a complete set of financial statements including:
 - a. Balance sheet/Statement of Financial Position
 - b. Statement of Revenue and Expense/Statement of Activities
 - c. Statement of Cash Flow

Conflict of Interest and Unresolved Matters Disclosures:

If any actual or potential conflict of interest exists related to this project at the time of application, the applicant must provide sufficient information to support a program determination of significance per [2 CFR 1402.112](#). Refer to [2 CFR 200.112](#) Conflict of Interest and [2 CFR 200.113](#).

Overlap or Duplication of Effort Statement:

Applicants must state in their application if the activities, costs, or time commitment of key personnel proposed in this application overlap with those in any other Federal proposal or award or not. If no overlap exists, include a statement to that effect. If any overlap exists, provide:

- Activities: Description any overlapping activities.
- Costs: Description of any overlapping costs.

- Time: Description of any overlapping key personnel time.
- A copy of any overlapping or duplicative proposal submitted to any other potential funding entity.
- Details on when any overlapping proposal was submitted, to whom, and the expected date of the funding decision.

Other Required Information

Program Images Worksheet

- Provide photos of the potential affected context/sites/districts
- Photos should show current conditions and immediate threat
- Color or black and white digital photos are both accepted
- Photographs should clearly describe the community/context and type of structures the program may fund (outbuildings, district, landscape features, etc)
- A suggested Program Images Worksheet format is included under the “Related Documents” tab on grants.gov which allows for 19 images to be uploaded in one document

Proof of Non-Profit Status, if applicable

If your organization is a non-profit, submit proof of your current non-profit status as part of your application.

Letters of Support, if applicable

- Letters of support should be submitted if defining specific partner involvement, support, or matching funds. These letters must be submitted with your application via grants.gov as part of the attachments. Letters received in any other manner will **NOT** be considered. All letters **MUST** be addressed to: Megan Brown, Chief of State, Tribal, Local, Plans & Grants, National Park Service.
- DO NOT mail/send separately. They must be submitted with your application. Letters **NOT** submitted via grants.gov will not be considered. This applies to Congressional letters of support as well, a copy must be included with your application. **Our office has gone completely digital and hard copy letters will not be added to your application.**

If being considered or selected for award, NPS reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

- (a) Other budget information
- (b) Financial capability
- (c) Evaluation of risk
- (d) Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 43 C.F.R. § 17)

All materials submitted as part of an application become the property of the National Park Service, and may be reproduced by NPS or its partner organizations without permission; appropriate credit will be given for any such use.

SUBMISSION REQUIREMENTS AND DEADLINES

Address to Request Application Package

All application materials can be found on grants.gov

Submission Dates and Times

Closing Date for Applications: 08/21/2025

Closing Date Explanation

Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date.

Submission Instructions

Apply Through Grants.gov

To apply through [Grants.gov](https://grants.gov), please follow the instructions in the [Quick Start Guide for Applicants](#). Before applying, ensure that at least one person at your organization is registered and has the Authorized Organization Representative (AOR). Only the AOR can submit the application. If you need more users, they must create their own Grants.gov account. Follow these steps below to apply:

- *Create a Workspace:* Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- *Complete a Workspace:* Invite participants to the workspace so you can collaborate on the application. Required applications forms are included in the Grants.gov Funding Opportunity Package and can be completed in the Workspace, unless noted otherwise in the Required Forms table above. Check for errors before submission.
- *Submit a Workspace:* An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab
- *Track a Workspace Submission:* After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application.

The system generates a date and time stamp and sends it to the applicant's AOR via email as proof of submission. Make sure your application passes the Grants.gov validation checks. Do not encrypt, zip, or password-protect any files. Only registered individuals in SAM as both a user and an AOR can submit applications. Please allow 30 days to register in Grants.gov.

Application System Technical Support: For Grants.gov technical registration and submission, downloading forms, and application packages, contact Grants.gov Customer Support at 1-800-518-4726 or by email at Support@grants.gov.

APPLICATION REVIEW INFORMATION

Eligibility Review

During the eligibility review, the application is checked for timely submission, completed packages (see [Application Documents](#) above) and alignment with the requirements of this

announcement. The Federal agency may remove an application if it does not pass the eligibility review.

If selected for award, NPS reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

- (a) Other budget information
- (b) Financial capability
- (c) Evaluation of risk
- (d) Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 43 C.F.R. § 17)

If an applicant selected for funding hasn't finished their SAM.gov registration (see [2 CFR 25.200](#) and [2 CFR 25.110](#)) when the federal agency is ready to make an award, we may decide that the applicant is ineligible for the award and choose to grant it to someone else. Please refer [2 CFR 25.205](#) for more information.

Prior to making an award, the DOI checks the anticipated recipient and their key project personnel against the current list of prohibited or restricted persons or entities in the System for Award Management (SAM.gov) Exclusions database. We are prohibited from making an award if a recipient or any key personnel are found ineligible, prohibited, restricted, or otherwise excluded from receiving or participating in an award, as their ineligibility condition applies to this program.

If removed from consideration for ineligibility, the Federal agency will notify the applicant in writing.

Merit Review

Criterion 1- Subgrant Program Objectives: 25 Points

Explain the proposed subgrant program objectives to include:

1. Define how the program will foster economic development of rural communities.
2. Describe the historic resources eligible to apply and their significance at the National, State, Tribal, or local level.
3. Discuss how this subgrant program will preserve the history of the rural community for future generations.

Criterion 2- Need/Urgency/Threat: 25 Points

1. Describe the need, urgency, and threat the subgrant program addresses. Include preservation and economic factors.
2. Discuss how the program is the next logical step toward community preservation and economic development.

Criterion 3- Feasibility: 25 Points

1. List and describe all program tasks and their anticipated results.

2. Discuss elements in budget justification (separate document) to show that costs are necessary, reasonable, and allowable. Match is not required but may be considered as a competitive factor.
3. Applicants with administrative costs of no more than 5% will receive the highest rating for this portion of the Feasibility rating criteria.
4. Demonstrate how the subgrant program will be accomplished within the given time frame (4 years) and with the given resources, while meeting all federal requirements and guidelines.
5. Describe organizational experience with and ability to manage a Federal subgrant program and support the continued monitoring of easement/covenant/preservation agreements that will be required.
6. Briefly describe who will be involved in managing the program and their qualifications, attach resumes/CVs as applicable.

Criterion 4- Sustainability: 25 Points

1. Describe the impacts of the program after completion, including long lasting economic effects and how those results will be measured.
2. Describe the public-private partnerships and community engagement involved in the program and how these partnerships will sustain and continue to support the resource(s) after the subgrants are complete, including how easements will be managed and enforced.
3. Describe how the subgrant program meets the goals of relevant Statewide, Tribal or local historic preservation plans or other plans. Identify the specific goals, plan(s), and when they were developed and adopted.

Review and Selection Process

This program reviews proposed budgets to ensure:

- figures are correct
- estimated costs are necessary and reasonable and clearly linked to project narratives
- avoid obviously unallowable costs
- identify costs requiring prior approval
- ensure indirect cost rates are applied correctly
- confirm cost sharing requirements are reflected in the budget.

This program reviews applications for potential overlap or duplication between the proposed project and any other funded or proposed project. Depending on the circumstances, DOI may choose to not make an award.

NPS personnel, and in some cases independent reviewers, will review all proposals. All proposals for funding will be considered using the criteria outlined above. A summary of the review panel comments may be provided to the applicant if requested.

a. Initial Review

Prior to conducting the comprehensive merit review, an initial review will be performed to determine whether: (1) the applicant is eligible for an award; (2) the information required by the NOFO has been submitted; (3) all mandatory requirements of the NOFO are satisfied; (4) the proposed project is responsive to the program objectives of the NOFO (program determination);

and (5) the proposed project is in compliance with all applicable executive and secretary orders, including the President’s EO on Ending Radical and Wasteful Government DEI Programs and Preferencing as well as the executive order and Secretary order on Restoring Truth and Sanity to American History. If an applicant fails to meet the requirements or objectives of the NOFO, or does not provide sufficient information for review, the applicant will be considered non-responsive and eliminated from further review.

b. Comprehensive Merit Review

All applications that satisfactorily pass the initial review will be eligible for the Comprehensive Merit Review. Each criteria element will be scored on a **suggested** 0-25 point scale:

Description				
Criterion 1	Criterion 2	Criterion 3	Criterion 4	
25	25	25	25	Superior
20	20	20	20	Good
15	15	15	15	Satisfactory
10	10	10	10	Marginal
5	5	5	5	Poor
0	0	0	0	Not Acceptable

The scoring of each criterion must be based on the strengths and weaknesses of the application narrative. To assist in assigning an appropriate score, the following ratings are suggested as a guideline:

Rating	Descriptive Statement
Superior	Applicant fully addresses all aspects of the criterion, convincingly demonstrates that it will meet the Government's performance requirements and demonstrates no weaknesses.
Good	Applicant fully addresses all aspects of the criterion, convincingly demonstrates a likelihood of meeting the Government's requirements, and demonstrates only a few minor weaknesses.
Satisfactory	Applicant addresses all aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. The Application contains weaknesses and/or a number of minor weaknesses.
Marginal	Applicant addresses all aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. The Application contains significant weaknesses and/or significant minor weaknesses.

Poor	The likelihood of successfully meeting the Government's requirements. Significant weaknesses are demonstrated and clearly outweigh any strength presented.
Not Acceptable	Applicant does not address all aspects of the criterion and the information presented indicates a strong likelihood of failure to meet the Government's requirements.

c. Selection

The Selection Official may consider the merit review recommendation, program policy factors, and the amount of funds available to select applications for funding. All proposals for funding will be considered using the criteria outlined above. A summary of the review comments may be provided to the applicant upon request.

d. Discussions and Award

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including, but not limited to: (1) only a portion of the application is selected for award; (2) the Government needs additional information to determine that the applicant is capable of complying with the requirements of DOI Financial Assistance Regulations, and/or (3) additional specific terms and conditions are required. Failure to satisfactorily resolve the issues identified by the Government may preclude award to the applicant.

Risk Review

Prior to making an award, the program assesses the risk posed by the applicant per [2 CFR 200.206](#). If an award will be made, the program may apply special conditions corresponding to the risk assessed. For awards over the simplified acquisition threshold (currently \$250,000), the program reviews eligibility and financial integrity information in the applicant's SAM.gov records per [2 CFR 200.206\(a\)](#). The program also assesses financial management capabilities, project delivery experience, staffing resources, past performance, administration and reporting compliance records, and overall project complexity and potential challenges.

Negative information that leads to an applicant being designated as "Medium Risk" or "High Risk" may result in specific conditions, as identified in 2 C.F.R. § 200.207, being incorporated into the final award.

AWARD NOTICES

Notices of Federal Award are sent electronically via GrantSolutions or e-mail. These notices outline the terms, conditions, and payment instructions per [2 CFR 200.211](#). The Notice of Federal Award signed by an authorized Grants Officer is the legal instrument obligating financial assistance to a recipient. Any other prior notice is not an authorization to begin work. If the program allows pre-award costs per [2 CFR 200.458](#), beginning performance before receiving a Notice of Federal Award is at the applicant's own risk.

Anticipated Project Start Date: 10/01/2026

Anticipated Project End Date: 09/30/2030

Upon being selected for the award, successful applicants will receive a notification of the selection of their application for funding. Do not anticipate NPS notification of the applicants

selected for award until 6 months following the application deadline. A notice of selection is not an authorization to begin performance on an agreement. This notice will detail the next steps in the awarding process.

Work cannot begin before the non-Federal entity receives a fully executed copy of the grant agreement via Grant Solutions. Any pre-award costs incurred prior to the receipt of a signed agreement or written notice signed by a Financial Assistance Awarding Officer authorizing pre-award costs, is at the applicant's own risk. A grant agreement signed by a Financial Assistance Awarding Officer is the only authorizing document to begin performance.

Organizations whose applications have not been selected will be advised as promptly as possible.

POST AWARD REQUIREMENTS AND ADMINISTRATION

Administration and National Policy Requirements

For award administration and national policy requirements, see the [DOI General Terms and Conditions](#). Infrastructure projects require the use of American iron, steel, manufacture products, and construction materials per [2 CFR 184](#).

1. Applications for renewal or supplementation of existing projects are not eligible. Each application must be for a separate phase if it is a part of a multi-phase project, and **significant progress** must be demonstrated on prior phases to warrant additional funding.
2. Projects funded under this program constitute “undertakings” as defined by Section 106 of the National Historic Preservation Act (NHPA), as amended (54 U.S.C. 306108). Accordingly, after the grant is awarded, the National Park Service will work with the grantee to complete the consultation process for Section 106.
3. A Nationwide Programmatic Agreement (PA) regarding cultural resources grants and financial assistance programs has been developed to streamline the review of undertakings described in grant proposals (Nationwide Programmatic Agreement signed on July 12, 2024). Review will be carried out in accordance with the Nationwide PA, as applicable. It may be viewed here: <https://www.nps.gov/orgs/1966/programmatic-agreement-financial-assistance.htm>
4. Section 110 of the NHPA will apply to National Historic Landmarks.
5. All projects will also be reviewed for effects under the National Environmental Protection Act (NEPA).
6. All work will be reviewed to ensure it meets the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.
7. If the project is doing work to or preparing a National Register nomination for a property and the owner is different than the applicant, then the applicant must include written permission from the owner to proceed with the project and any required easements or covenants. The letter of owner consent must be submitted with the application, signed no earlier than 60 days before the application due date, and pertain to this particular application. Previous letters of owner consent will not be accepted.
8. Administration costs necessary to complete and administer the program cannot exceed 25% of total cost (primary and subgrants combined). This limitation for the Historic Preservation Fund is by statute, 54 U.S.C. 302902. Lower relative administrative costs will be considered as a competitive factor. Applicants with administrative costs of no

more than 5% will receive the highest rating for this portion of the Feasibility rating criteria. Administrative costs are: Allowable, reasonable, and allocable costs related to the overall management of activities directly related to finance (accounting, auditing, budgeting, contracting), general administrative salaries and wages (grant administration, personnel, property management, equal opportunity) and other “overhead” functions (general legal services, general liability insurance, depreciation on buildings and equipment, etc.) not directly attributable to specific program areas identified in the grant agreement. All administrative costs reported must be absolutely necessary for program implementation, such as the cost items identified in the final grant agreement or items otherwise approved in writing by the NPS Awarding Officer (AO).

9. Preparation of architectural/engineering plans and specifications not to exceed 20% of individual subgrant costs.
10. Section 54 USC 302902 of the National Historic Preservation Act requires Historic Preservation Fund (HPF) grantees agree to assume, after the completion of the project, the total cost of continued maintenance, repair, and administration of the grant-assisted property in a manner satisfactory to the Secretary of the Interior. Accordingly, recipients awarded funds for the physical preservation of a historic site shall sign a preservation agreement/covenant/easement (easement) with the State or Tribal Historic Preservation Officer in which the site is located or with a preservation organization acceptable to the NPS.

A draft copy of the easement template must be submitted to the NPS within one year of grant agreement execution for review and comment. All preservation easements must be executed by registering with the deed of the property. The preservation easement must document the grant assisted condition of the site and the historic character defining features as part of the document registered with the deed.

The term of the preservation easement is dependent on the amount of assistance the historic property receives from this opportunity:

Amount of Federal Assistance Awarded	Easement Term Requirement
\$1-\$50,000	5-year minimum preservation agreement; an easement or easement amending the deed is not required
\$50,001 - \$250,000	10-year minimum preservation easement
\$250,001 - \$500,000	15-year minimum preservation easement
\$500,001- \$750,000	20-year minimum preservation easement
\$750,001+	25-year minimum preservation easement

- If the historic property is not currently protected by a preservation easement or the easement does not meet the minimum federal requirements, a preservation easement or amendment must be executed that meets the minimum requirements and duration.
- If the historic property is currently subject to a preservation easement that was NOT created as a requirement of a previous HPF grant but meets federal requirements, an amendment shall be executed for an additional duration to meet the requirements of the funding awarded. For example, if a property had 10 years remaining on a previous 20-year easement and receives \$300,000 in HPF funding, an amendment to add 5 years would be required to meet the 15-year duration requirement.

- If the historic property is currently subject to an easement that was created as a requirement of a previous HPF grant, an amendment must be executed for the full additional duration required by the new funding awarded. For example, if a property had 10 years remaining on a previous HPF grant induced easement and receives \$300,000 in HPF funding, an amendment to add 15 years would be required. The resulting property will then be protected by an easement for a total of 25 years from the effective date of the easement.
- If a property receives multiple HPF grants, the minimum required duration of the easement for each grant will be added together for a cumulative duration requirement. For example, if a property receives three HPF grants in successive years, each for \$500,000, the minimum required easement duration would be 45 years.
- If the historic property is currently protected by a perpetual or other non-HPF induced preservation easement that meets or exceeds federal requirements as determined by the NPS, no additional duration or amendments are necessary.
- Applicants who plan to apply for multiple HPF grants for a single property may execute a perpetual easement to satisfy the requirement and reduce the administrative costs of amendments.

Eligible costs

Eligible costs under this award are as described in this Notice, 2 CFR 200, and the Historic Preservation Fund Grants Manual (HPF Manual).

For this program they also include:

- Administrative costs necessary to complete and administer the grant requirements;
- Rehabilitation of properties via subgrant;
 - Eligible properties include historic districts, buildings, sites, structures and objects listed in the National Register of Historic Places,
 - All work must meet the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*, and
 - All projects receiving repair assistance must enter into a preservation agreement/covenant/easement.
- Cost for establishing/administering an easement/covenant for the properties;
- Cost for any required audits or financial requests;
- Cost for the production of a project sign;
- Costs for public notice of grant opportunity;
- Costs associated with required training or reporting; and
- Any other costs as determined eligible by the NPS in accordance with the OMB circulars, NPS policies, and the Historic Preservation Fund Grants Manual.

What Is Not Funded

- Construction of new buildings
- Acquisition of collections or historic sites
- Conservation of collections

- Long-term maintenance or curatorial work beyond the grant period
- Reconstructing historic properties (recreating all or a significant portion that no longer exists)
- Moving historic properties or work on moved historic properties that are no longer eligible for listing in the NRHP
- Cash reserves, endowments, revolving funds, or fund-raising costs
- Work performed prior to announcement of award
- Work on sites owned by the NPS
- Lobbying or advocacy activities
- Costs for work already completed or funded through other federal programs
- Direct and indirect administrative costs may exceed 25% of the total project budget
- Miscellaneous costs, contingencies, reserves, and overhead

Geospatial Data

If you receive financial assistance from the Department of the Interior (DOI), recipient must follow these rules for geospatial data:

Follow Federal Standards: All geospatial data you collect or create must meet the standards set by the Federal Geospatial Data Committee (FGDC) or the Department of the Interior. This is required by the Geospatial Data Act of 2018, which is part of Public Law 115-254, specifically in Subtitle F (Geospatial Data), sections 751-759C (codified at [43 U.S.C. §§ 2801–2811](#)).

Include Metadata: Your Geographic Information Systems (GIS) files must include complete metadata. Metadata is information that describes the data, such as where it came from, how accurate it is, and how it should be used. This is to ensure that anyone using the data understands its context and quality.

Check for Existing Data: Before you start collecting new geospatial data, you need to check GeoPlatform.gov. This is to see if there is already existing geospatial data from federal, state, local, or private sources that can meet your needs and is available for free. If such data is available, you should use it instead of gathering new data.

These rules help ensure that geospatial data is reliable, high-quality, and that resources are used efficiently.

Reporting

The recipient's Notice of Award will detail all reporting requirements, including frequency, due dates, and instructions for requesting extensions. In general, but not limited to, recipients must:

- Submit Federal Financial reports and Program Performance reports.
- Use the [Federal Financial Report \(SF-425\) form](#) for financial reporting,
- Monitor award activities and report on program performance per [2 CFR 200.329](#),
- Promptly notify the awarding program in writing of any issues, delays, or conditions impairing award objectives per [2 CFR 200.329\(e\)](#),
- Disclose any conflicts of interest related to their award that arise during the award period per [2 CFR 1402.112](#),

- Report on the status of real property acquired under the award in which the Federal government retains an interest per [2 CFR 200.330](#), and
- Report all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award per [2 CFR 200.113](#).
- Report any matters related to recipient integrity and performance to SAM.gov per [Appendix XII to 2 CFR 200](#).
- If the Federal share of the award is more than \$100,000 and the recipient makes or agrees to make any payment using non-appropriated funds for lobbying in connection to the award, disclose those activities using the Disclosure of Lobbying (SF-LLL) form per [43 CFR 18.100](#).
- Federal Funding Accountability and Transparency Act of 2006 (FFATA) requires certain recipients to report information on executive compensation through SAM.gov and information on all sub-awards, subcontracts, and consortiums over \$30,000 to the [FFATA Subaward Reporting System \(FSRS\)](#).

Other Information