

National Park Service

Notice of Funding Opportunity

FY2024 Historic Preservation Fund - Historically Black Colleges and Universities Grants

Funding Opportunity Number

P24AS00547

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BASIC INFORMATION

Announcement Type: Initial

Funding Opportunity Number: P24AS00547

Assistance Listing Number(s): 15.932

Estimated Total Program Funding: \$11,000,000

Expected Number of Awards: 23

Award Ceiling: \$750,000

Award Floor: \$50,000

Cost Sharing Required?
No

Closing Date for Applications: 01/28/2025

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

Applicants are held responsible for their proposals being submitted to the National Park Service. Applications must be received by the date above. Applicants are encouraged to submit the application well before the deadline.

Application preparation time may take several weeks. Start the application process as soon as possible. Applications received after the deadline will not be reviewed or considered for award. If it is determined that a proposal was not considered due to lateness, the applicant will be notified after the selection process.

OMB Control Number:

Have Questions?

All questions should be emailed to STLPG@nps.gov. A voicemail line is also available at 202-354-2020.

Executive Summary

In 1988, the Historically Black Colleges and Universities (HBCU) Preservation grant program was established to document, preserve, and stabilize historic structures on HBCU campuses. Historic resources on campuses of accredited Historically Black Colleges and Universities that are **listed or eligible for listing in the National Register of Historic Places** either individually or as contributing to a National Register or National Historic Landmark historic district are eligible for this program. Projects must meet major program selection criteria and all work must follow the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*. Projects may also fund survey, nomination, and preservation planning for historic HBCU campuses.

ELIGIBILITY

Eligible Applicants

Public and State controlled institutions of higher education

Private institutions of higher education

Additional Information on Eligibility

- ONLY accredited HBCU institutions may apply.
<https://nces.ed.gov/COLLEGENAVIGATOR/?s=all&sp=4&pg=1>
- Properties must be listed in or eligible for listing in the National Register of Historic Places or designated a National Historic Landmark, either individually or as contributing to a historic district. Properties that are eligible for listing in the National Register of Historic Places must submit a Determination of Eligibility from their State Historic Preservation Office with their application. Projects not listed in the National Register must prepare or amend a nomination as part of the grant project and should budget for that work in their application.

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

PROGRAM OVERVIEW

Program Goals

- To document, preserve, and stabilize historic structures on accredited HBCU campuses.

Program Description

In 1988, the Historically Black Colleges and Universities (HBCU) Preservation grant program was established to document, preserve, and stabilize historic structures on HBCU campuses. Historic resources on campuses of accredited Historically Black Colleges and Universities that are **listed or eligible for listing in the National Register of Historic Places** either individually or as contributing to a National Register or National Historic Landmark historic district are eligible for this program. Projects must meet major program selection criteria and all work must follow the *Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation*. Projects may also fund survey, nomination, and preservation planning for historic HBCU campuses.

- Preservation projects must range from \$50,000 to \$750,000 in federal share, of which no more than 20% of the total budget may go toward pre-preservation costs such as architectural or engineering services.
- Grant applications that solely involve pre-preservation planning work must range from \$50,000 to \$75,000.
- Grants fund physical preservation of historic structures on accredited HBCU campuses. Projects must comply with applicable laws, such as Section 106, 110, and NEPA, and execute a preservation covenant/easement.
- Eligible costs include pre-preservation studies, architectural plans and specifications, historic structure reports, preservation plans, and the repair and rehabilitation of historic properties according to the *Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation*.
- Properties must be listed or eligible for listing in the National Register of Historic Places or designated a National Historic Landmark, either individually or as contributing to a

district. Projects not listed in the National Register must prepare or amend a nomination as part of the grant project and should plan for that work in their budget.

HBCU projects are not considered infrastructure projects.

Legislative Authority

Legislative Authority:

- 54 USC 301 et seq. (National Historic Preservation Act)
- 54 USC §302904 - Direct grants for the preservation of properties included on National Register
- Omnibus Parks and Public Lands Management Act of 1996 (Public Law 104-333) (HBCU Reauthorization)
- Consolidated Appropriations Act of 2024, enacted as Public Law 118-42

Federal Regulations: 2 C.F.R. § 200, 2 C.F.R. § 1402, 36 C.F.R. § 68

Other Authority: Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government

Type of Award

Projects will be funded through:

Funding Instrument

G (Grant)

PREPARE YOUR APPLICATION

Applications Content and Format

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](#).

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 construction/preservation projects

Forms/Assurances/Certifications	Submission Requirement
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 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

See pages 8 and 16 for other required documents and program requirements.

Project Narrative

- Project 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 criteria listed under “Application Review Information”.
- Each criterion is limited to 6,000 characters including spaces, and a project timeline is limited to 6,000 characters including spaces. No additional sections will be reviewed.
- A Project Description Worksheet format is included under the “Related Documents” tab on grants.gov which includes all character limits. Do NOT flatten your PDF file, doing so will stop reviewers from being able to scroll to see the full character limit.

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.

The Historic Preservation Fund has a statutory cap of 25% administrative plus indirect costs for the total project budget.

Administrative costs are defined as: 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 project and/or 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 must correspond to the activities in the Project Description and must be outlined in the Budget Justification Worksheet. However, do not include your cost breakdown as part of the narrative Project 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, 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?
 - Can you certify that there is no overlap in Federal Funding?
 - a. All applicants must provide a statement to identify whether or not any overlap exists between the proposed project and any other active or anticipated project(s) in terms of activities, costs, or time commitment of key personnel, including any application that was submitted for funding consideration to any other potential funding source (Federal or non-Federal).
 - b. The statement and the description of overlap or duplication should be provided as a separate attachment to the application.
 - c. If no overlap or duplication exists, a sample statement to satisfy this requirement might be: “[Insert Applicant Name] affirms that no overlap or duplication exists between the proposed project in this application and any other active or anticipated project in terms of activities, costs, or time commitment of key personnel, including any application that was

submitted for funding consideration to any other potential funding source (Federal or non-Federal).”

- d. If any overlap or duplication does exist, applicants must provide a description of the overlap including when the overlapping or duplicative proposal(s) were submitted, to whom (entity and program), and when funding decisions are expected to be announced.
 - e. If at any time a proposal is awarded funds that would be overlapping or duplicative of the funding requested from NPS, the applicant must immediately notify the NPS point of contact. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount.
- 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

Other Required Information

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.

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)

***Note: ALL applicants must fill out the SF-424A and SF-424B, they are mandatory for all grant applications. If an SF-424a is not completely filled out, the application will be considered incomplete and will not be reviewed.**

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. If your organization does not participate in any lobbying, simply put "N/A" in the appropriate sections.
7. Project Abstract Summary
8. Attachments Form

Documents 9 through 12 can be found on the “Related Documents” tab within the Grants.gov opportunity.

9. Project Description Worksheet
10. Budget Justification Worksheet
11. Project Images Worksheet
12. National Register Eligibility Worksheet
13. Indirect Cost Statement (See information on the statutory indirect cost cap above)
14. Letters of Support (Submit if applicable, see below)
15. Letter of Owner Consent (Submit if applicable, see below)

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

Project Images Worksheet

- Provide photos of the potential affected context/sites/districts
- Photos should show **current** conditions, damage, and immediate threat
- May also be elevations, plans, or other images
- Color or black and white photos are both accepted
- Photographs should clearly describe the community/context and the entire historic site involved in the project (outbuildings, district, landscape features, etc)
- For physical preservation projects, please ensure you include one current photo of each side of the property as well as one current overall photo at a minimum
- A suggested Project 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, please submit proof of your current non-profit status as part of your application.

Letter of Owner Consent, if applicable

- If your project is doing work to a property and the owner is different than the applicant, then the applicant **must** include written permission from the owner to complete the project **and** any applicable easements or covenants with the application.
- The Letter of Owner Consent must be submitted with the application, signed no earlier than 90 days before the application due date, and pertain to and be included with this particular application.
- Previous letters of owner consent will **not** be accepted.

Letters of Support, if applicable

- Letters of support should only be submitted if defining specific partner involvement, support, or matching funds. All letters **must** be addressed to: Megan Brown, Chief of State, Tribal, Local, Plans & Grants Division, NPS.
- These letters **must be** submitted with your application via grants.gov as part of the attachments form. **DO NOT** mail/send separately. Letters received in any other manner may not be considered. This applies to Congressional letters of support as well, a copy must be included with 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)

SUBMISSION REQUIREMENTS AND DEADLINES

Address to Request Application Package

All applications must be submitted through grants.gov.

Submission Dates and Times

Closing Date for Applications: 01/28/2025

Closing Date Explanation

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

Applicants are held responsible for their proposals being submitted to the National Park Service. Applications must be received by the date above. Applicants are encouraged to submit the application well before the deadline.

Application preparation time may take several weeks. Start the application process as soon as possible. Applications received after the deadline will not be reviewed or considered for award. If it is determined that a proposal was not considered due to lateness, the applicant will be notified after the selection process.

Submission Instructions

Apply Through Grants.gov

To apply through [Grants.gov](https://www.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.

Eligibility review will ensure if applications meet requirements for eligible applicants, complete applications, and eligible project types. Failure to meet one of these requirements will remove the application from review. All incomplete and ineligible applicants will be notified of decisions once the review and approval process is complete.

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: Significance (25 points)

1. Describe the historic resource(s) in the proposed project and the role it/they played in the Historically Black Colleges and Universities (HBCU) experience.
2. Discuss National Register significance or eligibility and the integrity of the resource(s). If not listed, what will be the process for preparing or updating a nomination?
3. Describe how the project will result in the recognition, understanding, and preservation of the resource and the HBCU story.

Criterion 2: Need/Urgency/Threat (25 points)

The proposed project must address issues that directly and imminently threaten the resource and fulfill a clear financial need.

1. Describe the current condition of the historic property and explain how it is threatened or endangered.
2. Convincingly argue the source(s), nature, extent, and severity of the threat, danger, or damage to the property. This should be supported in photo documentation.
3. Discuss how the project is the next logical step towards long-term preservation of the resource(s).
4. Demonstrate clear financial need and public benefit.

Criterion 3: Mitigation of Threat (25 points)

The proposed project must substantially mitigate or eliminate the threat, danger, or damage described.

1. Clearly state what preservation activities will be undertaken as part of this project and how they will follow the Secretary of the Interior's *Standards and Guidelines for Historic Preservation*.
2. Discuss how the project will directly mitigate the threat.
3. Explain any pre-project planning or research, such as Historic Structures Reports, Construction documents, Condition assessments, etc. on which project decisions are based.
4. If this application is for a component of a larger project, has that project begun? If so, what work has been completed? Has the ongoing work been reviewed by the State Historic Preservation Office? Does it involve other incentive programs like tax credits or other federal funding?

Criterion 4: Feasibility (25 points)

The proposed project must be achievable within 3 years, within a reasonable budget, and be performed with qualified personnel and/or consultants that will be reviewed by the NPS.

1. Justify the timeline provided in the Timeline section of the Project Description Worksheet, keeping in mind that award announcements are not expected until approximately 6 months following the application due date, and each project must move through technical and compliance review.
2. Demonstrate that the costs identified in the Budget Justification Worksheet are necessary, reasonable, and allowable.
3. Briefly describe what type of expertise will be involved in carrying out the project and their qualifications, attach resumes/CVs as applicable, keeping in mind that consultants paid with federal funding must be competitively selected.
4. Describe any public-private partnerships involved and how these partnerships will sustain and continue to support the resource(s) after the grant is complete.
5. Describe the maintenance plan for the site after grant work is complete, keeping in mind that an easement will be required.

Note: cost sharing is not required for this grant but may be considered as a competitive factor.

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.

Review and Selection Process

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

a. Initial Review

Prior to conducting the comprehensive merit review, an initial review may 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; and (4) the proposed project is responsive to the program objectives of the NOFO (program determination). 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 0-25 point scale with the following **suggested** range:

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 materials. To assist in assigning an appropriate score, the following will be used 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.

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: 08/01/2025

Anticipated Project End Date: 08/01/2028

Projects are not anticipated to start before the date above and should be scheduled for a 3 year timeline, allowing time for technical and compliance review.

POST AWARD REQUIREMENTS AND ADMINISTRATION

Administration and National Policy Requirements

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

See the [National Park Service's](#) Award Terms and Conditions for the general administrative and national policy requirements applicable to Service awards. The NPS will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

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

Program Requirements

- Projects funded under this program constitute “undertakings” as defined by Section 106 of the [National Historic Preservation Act](#) (NHPA) (54 USC 306108). Grantees must work with NPS to ensure that project work does not harm or impair the historic character of any historic resources. The Section 106 review must include all work taking place as part of the project, even if it is not funded by Federal or matching share.
- For projects involving resources that have been designated National Historic Landmarks, additional National Historic Preservation Act requirements (Section 110) (54 USC 306101) will also apply.
- All projects must be reviewed for effects under the [National Environmental Policy Act](#) (NEPA) to make sure that project work does not damage the natural or cultural environment.
- All work must be reviewed to ensure it meets the [Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation](#).

- If you are applying for a grant to do work on a resource you do not own, you must obtain written permission from the owner to both complete grant-assisted work and execute a preservation easement or covenant. The letter of owner consent must: be submitted with the application and signed no earlier than 90 days before the application due date and pertain to and be included with this specific application. You cannot re-use previous letters of owner consent.
- Administration costs plus indirect costs necessary to complete and administer the program cannot exceed 25% of total cost (Federal and matching share combined). This limitation for the Historic Preservation Fund is by statute, 54 USC 302902.
- Preparation of architectural/engineering plans and specifications not to exceed 20% of the total preservation project cost.
- 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 resource 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;
 - Eligible properties include historic districts, buildings, sites, structures and objects listed in or eligible for the National Register of Historic Places at the national level of significance (not state or local significance),
 - All work must meet the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* (SOI Standards), and
 - All projects receiving repair assistance must enter into a preservation agreement/covenant/easement.
- Projects must substantially mitigate the threat and include steps to mitigate future damage;
- ADA/ABA accessibility improvements, as needed for Americans with Disabilities Act (ADA) or Architectural Barriers Act (ABA) access of the historic resource(s), are allowable if meeting the SOI Standards (e.g. ramps, elevators, bathrooms);

- Site security improvements, as needed for protection of the historic resource(s), are allowable if meeting the SOI Standards (e.g. protection against vandalism, arson, theft);
- Fire safety improvement, as needed for protection of the historic resource(s), are allowable if meeting the SOI Standards (e.g. sprinklers, fire alarms);
- Cost for establishing/administering an easement/covenant for the property not held by a government preservation office;
- 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 or additions, including systems in new construction or additions;
- Reconstructing historic properties (recreating all or a significant portion that no longer exists or was removed), except limited reconstruction of necessary structural elements for the overall stability of the extant historic resource(s);
- Acquisition of collections or historic sites;
- Long-term maintenance or curatorial work beyond the grant period;
- Moving historic properties or work on moved historic properties that are no longer eligible for listing in the National Register of Historic Places;
- Cash reserves, endowments, revolving funds, or fund-raising costs;
- Work performed prior to announcement of award;
- Lobbying or advocacy activities;
- Costs for work already completed or funded through other federal programs;
- Grants will not be available to sites or collections owned or leased by the NPS, or in which the NPS holds a property interest;
- Administrative costs may not be over 25% of project budget; and
- Miscellaneous costs, **contingencies**, reserves, and overhead.

NPS Oversight

The NPS will provide oversight of this grant project through the following NPS reviews:

- Review and approval of interim and final reporting to include compliance with 2 CFR 200;
- Review and approval for compliance with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*;
- Review and approval for compliance with Sections 106 (54 U.S.C. § 306108) and 110f (54 U.S.C. § 306107) of the National Historic Preservation Act in coordination with the appropriate State Historic Preservation Office;
- Review and approval for compliance with the National Environmental Policy Act (NEPA); and

- Any other reviews as determined by the NPS based on program needs or financial/programmatic risk factors (i.e. draft National Register nomination if required, etc.).