



STATE OF RHODE ISLAND

HISTORICAL PRESERVATION & HERITAGE COMMISSION

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FFY 2022 CERTIFIED LOCAL GOVERNMENT GRANTS

I. APPLICATION REVIEW SCHEDULE

November 2021 – January 2022

Applicants complete the application form according to the instructions and submit to the R.I. Historical Preservation and Heritage Commission.

Friday, January 21, 2021: Application Deadline

Applications must be submitted/postmarked by this date. They may be mailed in hard copy to Katherine Pomplun at 150 Benefit Street, or submitted electronically to Katherine.Pomplun@preservation.ri.gov. **Electronic submission of applications is preferred.** Unsigned applications will not be accepted.

January – February 2022: Application Review

The RIHPHC reviews and selects eligible projects which best meet project selection criteria. The RIHPHC may ask for clarification or request changes in scope of work, budget and/or project schedule. The Commission will make final funding decisions at its March or April 2022 meeting. All applicants will be notified in writing of the results.

June 2022: Estimated Project Starting Date

Project work may not commence until the RIHPHC and the CLG have agreed upon a scope of work, specific work products, budget, and schedule, and have entered into a Funding Agreement with an approved starting date for eligible project work. Funding Agreements will not be signed until RIHPHC has received its annual appropriation from the National Park Service for Federal Fiscal Year 2022.

II. FUNDING PRIORITIES AND SELECTION CRITERIA

Eligible Applicants

Cities and towns with Certified Local Government status are eligible to apply. The following eighteen Rhode Island communities are Certified Local Governments: Bristol, Coventry, Cranston, Cumberland, East Greenwich, East Providence, Glocester, Hopkinton, Narragansett, New Shoreham, Newport, North Kingstown, North Providence, North Smithfield, Pawtucket, Providence, South Kingstown, and Warwick. CLG municipalities may also apply for grants on behalf of local non-profit organizations.

Eligible Projects

The RIHPHC will receive applications for CLG grants in the following subject areas:

| Subject Area | Project Examples |
|---|--|
| Statewide projects | Annual statewide conference; training sessions for HDCs; scholarships for HDC members to attend training or conferences |
| Identification/Evaluation of Historic Resources | Surveys, especially of resources not yet evaluated, or of which existing documentation does not meet current standards; preparation of National Register nominations, data management |
| Planning Activities | Preparation of the preservation component of a community's comprehensive plan; necessary preservation activities identified in a community's comprehensive plan; preparation of ordinance drafts, rules, etc. |
| Public Education Activities | Documents in print and electronic media related to historic district zoning, such as brochures, standards, guidelines; print or electronic media such as walking tours or surveys; curriculum/interpretation development for historic properties and places. |
| Resource-Specific Activities | Architectural and engineering plans and specifications; engineering reports; conditions assessments; feasibility studies; historic structures reports; cultural landscape reports |

FFY 2022 Funding Priorities

In 2022, the RIHPHC will prioritize grant proposals that respond to specific priorities in [*A Big Plan for the Smallest State: The Comprehensive Statewide Historic Preservation Plan 2021-2027*](#). Priority proposals will:

- **Help communities plan for protecting historic resources from the effects of climate change and sea level rise, or**
- **Promote the recognition or preservation of resources associated with people of color and other historically underrepresented groups, or**
- **Provide educational training opportunities for Rhode Island historic district commissions and municipal planning support staff**

Examples of such projects include:

- Survey/re-survey of areas and existing historic districts that are endangered by sea-level rise and natural disasters.
- Coastal resiliency plans or hazard mitigation plans for historic resources.
- Survey and evaluation of sites associated with the history and cultural heritage of underrepresented Rhode Islanders.
- Nomination of properties associated with underrepresented communities to the National Register of Historic Places.
- Sponsorship and hosting of training opportunities that address topics of concern to historic district commissions.

Applications that do not address the above priorities will still be evaluated and may still be funded, but projects that respond to these priorities will receive special consideration.

Project Selection Criteria/Rubric

The RIHPHC will score and rank grant applications based on the above funding priorities and the 2022 CLG Scoring Rubric:

FFY 2022 CLG Grant Application Rubric

| Project Need Category 1 | Scoring Range |
|--|---------------|
| Relative need of project in CLG applicant town (i.e., is this project the highest priority preservation need in the city or town?) | 0-10 |

| Project Need Category 2 | Scoring Range |
|--|---------------|
| Urgency of project (i.e., is grant project timed to coincide with or respond to other municipal issues or preservation efforts?) | 0-10 |

| Project Need Category 3 | Scoring Range |
|---|---------------|
| Proposed project responds to RIHPHC survey or planning recommendations or is appropriate step in development of local program | 0-10 |

| Historical/Architectural Significance | Scoring Range |
|---|---------------|
| Properties involved contribute or may contribute to the overall significance of a historic district but lack individual distinction | 0-10 |
| Properties involved are within a historic district OR individually registered OR eligible for listing AND are very good examples of their type and/or are important local landmarks | 10-20 |
| Properties involved possess individual distinction and are considered significant when compared with other historic properties throughout the state | 20-30 |

| Impact | Scoring Range |
|--|---------------|
| Project will have local impact. | 0-10 |
| Project will have regional impact (within RI) | 10-20 |
| Project will have statewide impact and/or would serve as a model | 20-30 |

| Administrative Performance | Score |
|---|-------|
| Poor application or prior past mismanagement of grant project | -5 |
| Acceptable application and satisfactory administrative record, or no prior experience with CLG grant projects | 0 |
| Exemplary application and administrative record | 5 |

| Leveraging | Score |
|-------------------------------------|-------|
| No cash match provided | 0 |
| Some cash matching share provided | 5 |
| Significant cash overmatch provided | 10 |

| Special Consideration – Climate Change | Score |
|--|-------|
| Project will address the effects of climate change on historic resources | 10 |

| Special Consideration - Representation | Score |
|---|-------|
| Project will promote the recognition or preservation of resources associated with historically underrepresented populations | 10 |

| Special Consideration - Training | Score |
|---|-------|
| Project will provide educational training opportunities for Rhode Island historic district commissions and municipal planning support staff | 10 |

Ability to meet general program requirements is also considered, including compliance with applicable federal regulations and a scope of work which can be accomplished within the allotted timeframe. **All grant projects must be complete by September 30, 2023.**

III. CLG GRANT APPLICATION INSTRUCTIONS:

The application is a PDF-fillable form and should be typed. It may be signed digitally, printed, signed, and scanned for electronic submission via email, or submitted to RIHPHC in hard copy. Additional supporting documentation and/or photos should also be submitted if available. Electronic submission of all materials is preferred.

Section A. Applicant Information and Application Summary

- Provide the name of the CLG and address of the city/town hall.
- Provide the name of the local chief elected official or administrative officer, office address and daytime telephone number.
- Provide the name of the CLG grant contact person, office address, daytime phone number and e-mail address.

Section B. Historic District Information

- Provide the name(s) of all local historic district zoning area(s) located within the municipal boundaries of the CLG. Briefly describe the location of the area(s), or provide a map illustrating the area(s).
- Provide the name of the historic district commission chair, their mailing address and daytime telephone number, and e-mail address.

Section C. Project Identification and Description

- Briefly describe the location of the project area. Provide the names of the National Register district/local historic district zoning area(s) if they are included in the project area.
- Provide the congressional district in which the project area is located.
- Indicate who the municipality's principal project personnel will be and state whether they meet the "Professional Qualifications Standards" in 36 CFR 61. (Note: do not identify consultants in this section. All consultants must be competitively procured.)
- Describe the project in detail, identifying the project and its purpose. Explain how project work will be carried out. Describe all work products that will be produced under the subgrant.
- **PLEASE NOTE: If the Certified Local Government plans to designate a third-party organization to administer the subgrant and to receive funds directly from the RIHPHC, this must be explicitly stated in this section of the application.**
 - For survey projects state: 1) type of survey to be done (architectural or archaeological); 2) estimated number of miles and acres to be surveyed; 3) estimated number of inventory forms to be produced; and/or 4) number of reports and/or other products to be produced.
 - For National Register projects state: 1) type of nomination to be prepared (e.g., individual, district, thematic); 2) estimated number of nominations to be prepared; and 3) estimated number of contributing properties to be included in the nomination.
 - For planning projects state: 1) type of document to be prepared; 2) who will use the document produced; 3) how the document will be integrated into the CLG's overall planning objectives (i.e., integration into master plan, etc.); and 4) the number and nature of products that will be produced.

Section D. Project Schedule

- Outline a proposed schedule for project work, including the dates that interim and final work products will be submitted to RIHPHC for review and approval. Keep in mind that all projects must be complete by 9/30/2023.

Section E. Project Selection Criteria

- Describe how project work meets RIHPHC's Project Selection Criteria.

Section F. Budget

- Provide a simple budget based on the most accurate cost estimates available to date. Grantees will have an opportunity to revise budget figures before signing a funding agreement. The budget must show total project costs including both federal and non-federal shares. Only those items which are necessary to accomplish project work are eligible. The following budget items are NOT allowable: contingency funds, allowances for overhead and profit, and "miscellaneous" category.
- For matching share provided on the application, identify the donor (e.g., the City/Town of ..., the RI Foundation, etc.), the source (e.g., Community Development Block Grant (CDBG), Town appropriations, private donation, operating funds, etc.), kind (cash, in-kind services, volunteer services, donated space or equipment, etc.), the date the match is available, and the amount.
- Briefly describe how the matching share contributes to achieving the proposed work.

Section G. Assurances

- Signatures of the CLG's Chief Elected Official/Administrative Officer and the Chair of the Local Historic District Commission are required on the application. **If the application is being prepared by a third-party organization, it is suggested that local officials be contacted well in advance of the RIHPHC grant application deadline to allow enough time for review and signatures.** Unsigned applications will not be accepted.

IV. RIHPHC Contact/Submit Applications to:

katherine.pomplun@preservation.ri.gov

*** Electronic submission of applications preferred ***

Or:

Katherine Pomplun
Grants Coordinator
150 Benefit St.
Providence, RI 02903