



HISTORIC PRESERVATION COMMISSION

AGENDA

of the

CITY OF WILDWOOD'S

HISTORIC PRESERVATION COMMISSION

Wildwood City Hall – Community Room

16860 Main Street - Wildwood, Missouri

September 22, 2016 (7:00PM)

- I. Welcome And Roll Call
- II. Opening Remarks And Chair Comments
- III. Approval Of Minutes Of The Historic Preservation Commission Meeting And Work Session Held On 8/4/2016

Documents:

[DRAFT HPC MTG MINUTES_8-4-16.PDF](#)

[DRAFT HPC WORK SESSION MINUTES_8-4-16.PDF](#)

IV. New Business

a. Ready For Action - One (1) Item

1. Discussion On Archiving Documents From The City's Incorporation That Are Currently Being Stored At Old Pond School. (Wards - All)

b. Not Ready For Action - No Items

V. Old Business

a. Ready For Action - Two (2) Items

1. An Offer From Mary Guise To Sell To The City Of Wildwood The Original Logs From The Heege-Boxwood Log Cabin. (Wards - All)
2. Services From Rosener Nursery & Landscaping, Inc. For Design And Fabrication Of A New Sign For Kohn Park [Originally Presented For The Centaur Historic Marker Sign Post]. (Ward One)

VI. Review Of Proposed Zoning/Plats/Site Development Plans

a. Ready For Action - One (1) Item

1. Demolition Request

Discussion of the demolition request for the single-family dwelling upon the property located at 17715 Mueller Road (Locator Number 23W430105),

c/o Roger
and Sandy Schwartz. The detached garage was constructed in 1939, according to
St. Louis
County Real Estate Records. (Ward One) This site visit was conducted at 5:00
p.m. on 4/7/2016 –
ACTION POSTPONED; remains postponed at the request of the petitioner.
Petitioner informed staff on 8/25/2016,
via telephone, they are not proceeding with demolition. The Department requests
the Commission to remove
this item from the agenda.

VII. Projects-Initiatives-Efforts Updates

- a. Celebrate Wildwood 2016 – Update; WHS Progress On Next Chapter For 2017

Documents:

[VII.A. CELEBRATE WILDWOOD WRAP-UP.PDF](#)

- b. Historic Marker Program – Discuss Dates For Unveiling Ceremonies [6 Of 11 Markers]
- c. Historic Preservation Training & Workshops

Documents:

[VII.C. HPC TRAINING_SHPO SURVEY REQUEST.PDF](#)

- d. City Projects' Updates

- 1. Al Foster Memorial Trailhead Project
- 2. Belleview Farms - Master Plan

Documents:

[VII.F.2. BELLEVIEW FARMS.PDF](#)

- 3. Connector Trail Along Meramec River
- 4. Strecker Road Bridge Replacement
- e. Other

Documents:

[VII.E. FUNDING OP_CIVIL RIGHTS GRANT.PDF](#)

VIII. Closing Remarks And Adjournment

Note: The Historic Preservation Commission will consider and act upon these matters listed above and any such others as may be presented at the meeting and determined appropriate for discussion at that time. The City of Wildwood will provide reasonable accommodations for persons attending public meetings. Requests for reasonable accommodations should be made by contacting Liz Weiss, City Clerk at 636-458-0440 or email at liz@cityofwildwood.com at least 48 hours prior to the start of the meeting.

**CITY OF WILDWOOD
RECORD OF PROCEEDINGS**

**MEETING OF THE HISTORIC PRESERVATION COMMISSION
CITY HALL – COMMUNITY ROOM
16860 MAIN STREET
WILDWOOD, MISSOURI 63040
August 4, 2016**

I. Welcome and Roll Call

Meeting: Thursday, 8/4/16, 7:03 p.m., City Hall, Community Room.

Attending: Acting Chair Barth, Commissioner Wojciechowski, Commissioner Rosener, Commissioner Jeter, Alternate Thompson, Council Member Liaison Cullinane, Council Member Liaison DeHart, and Planning and Zoning Commission Liaison Gragnani

Absent: Commissioner Sahm and Commissioner Long

Staff: Director of Planning Joe Vujnich and Senior Planner Terri Gaston

II. Opening Remarks and Chair Comments

Acting Chair Barth welcomed everyone in attendance to tonight's meeting and thanked the Commissioners and Liaisons that participated in the prior Work Session. With no further comments, the meeting proceeded as outlined.

III. Approval of Meeting Minutes from the Historic Preservation Commission.

A motion was made by Commissioner Wojciechowski, seconded by Commissioner Jeter, to approve both sets of the Commission's Work Session and regular monthly meeting minutes for June 23, 2016, as prepared by staff. Acting Chair Barth declared the motion approved by an affirmative and unanimous voice vote [5/0].

IV. New Business

- a. Ready for Action – No Items
- b. Not Ready for Action – No Items

V. Old Business

- a. Ready for Action – Three (3) Items

i. An offer from Mary Guise to sell to the City of Wildwood the original logs from the Heege-Boxwood Log Cabin. (Wards - All)

Director Vujnich noted there were seven (7) in attendance [commission members, liaison, and staff] for the site visit that was held prior to this evening's meetings to view the logs. The historic logs, dating back to 1809 and known as the Heege-Boxwood Cabin, have been stored outside on a palette, off the ground, with a tarp over them to protect them from the elements. Unfortunately, this method did not protect them entirely, and about 1/3 of the logs were infested with termites, with another 1/3 missing from the original 2-story cabin.

A motion was made by Commissioner Jetter, seconded by Commissioner Rosener, to request the owners to lay out all the logs to better inspect them individually and prove their quality; otherwise, refer them to Rustic Grain [314-422-4667] to potentially have the company purchase them for refabrication purposes. The motion passed unanimously by voice vote [5-0].

ii. Services from Rosener Nursery & Landscaping, Inc. for design and fabrication of new sign post for the Centaur Historic Marker. (Ward One)

Upon the Commission's direction to move forward with Mr. Rosener's design and proposal for Kohn Park signage, it was presented to the Planning/Economic Development/Parks Committee on June 21, 2016 and endorsed. Once Mr. Rosener submits the railroad style post-and-sign rendering, Director Vujnich would forward it on to Mr. Kohn [from whom the property donation was made to the City] to decide on its placement and appearance. The Commission also requested Mr. Rosener provide a second estimate to use local track from the Katy Trail, as well as the Rock Island rail estimate.

iii. Wildwood Historical Society's Participation in Booklet Development

Director Vujnich stated the contract with Ms. VonGruben, archivist for the Wildwood Historical Society, to develop the period description from 1770 to 1776 for the writing and integration of the Prehistoric Era for this year's event booklet was approved. Most of the research for this timeframe has been completed and she will continue on to the next era in preparation for the 2017 booklet.

iv. Celebrate Wildwood Weekend Event Planning. (Wards - All)

The last work session was held just prior to this meeting and Director Vujnich requested the Commissioners to formalize the display for the event tent, as well as provide timeframes for volunteering throughout the weekend. Poster boards from previous years would be displayed again, along with a replica of the historical markers and a map indicating locations of the historical sites, and the bell from Old Pond School. Provide attendees booklets from both this year and 2015; brochures for

application to and benefits of being on the City’s Historic Registry, with an outline of the process. Staff will prepare a spreadsheet indicating the commission members’ preferred volunteer timeframes, based upon their availability, as discussed, between the hours of 10:00 a.m. and 4:00 p.m., in 2-hour increments.

- b. Not Ready for Action – No Items

VI. Review of Proposed Zoning/Plats/Site Development Plans/Demolition Requests

- a. Ready for Action – No Items

- b. Not Ready for Action – One (1) Item

- i. Demolition Request: Discussion of the demolition request for the single-family dwelling upon the property located at 17715 Mueller Road (Locator Number 23W430105), c/o Roger and Sandy Schwartz. The detached garage was constructed in 1939, according to St. Louis County Real Estate Records. (Ward One) *This site visit was conducted at 5:00 p.m. on 4/7/2016 – ACTION POSTPONED; REMAINS POSTPONED.*

VII. Projects-Initiatives-Efforts Updates

Director Vujnich proceeded with updates on the City’s projects, initiatives, and efforts, beginning with **Celebrate Wildwood**, which was again discussed at length during this evening’s Work Session; final discussion was made on the booklet for staff’s publication preparations [*refer to Work Session Minutes for details*].

Dates were discussed for the fifth (5) installment of the eleven (11) **Historic Markers**. Director Vujnich suggested an unveiling ceremony for the marker in the Hollow Historic Community, specifically at Stovall’s Grove, on Sunday, August 28th, which would be after the close of the Celebrate Wildwood Event in Town Center and prior to the Founders & Friends BBQ from 4:00-7:00 p.m.

Historic Preservation Training & Workshops: Senior Planner Gaston provided a brief overview of the 3-day Missouri Main Street Connection’s *Get Plugged in Downtown* Conference held July 26-28 in Washington, Missouri. Classroom sessions provided a comprehensive focus on the Four-Points Approach to Revitalization: Civic/Organization; Physical/Design; Economic/Vitality; and Social/Promotion. Highlights of the conference included the ‘Upstairs Downtown’ Tour, featuring renovated 2nd and 3rd level residential historic buildings, and the ‘Property Redevelopment’ Tour, showcasing examples of redeveloped historic buildings funded by partnerships between the municipality and non-profits.

The remaining training opportunity for the year is the State's Annual Historic Preservation Conference to be held in Hannibal, Missouri in October. For those interested in attending, please contact Senior Planner Gaston regarding registration.

Being that a re-assembly bid from an associate of Tom Kelpo for the **Essen Log Cabin** came in significantly lower than the other bid by Mr. Kilby, Director Vujnich noted to the Commission he will request the City Council not require the typical third bid. More to follow on this matter ...

Director Vujnich provided detailed updates on the City's wide range of projects regarding: **Al Foster Memorial Trailhead, Belleview Farms Master Plan, Meramec River Connector Trail, Manchester Road Bicycle Lanes, and Strecker Road Bridge Replacement** [*refer to pages 3-4 of report dated 8/4/2016*].

Lastly, the packet included a site visit summary, prepared by Senior Planner Gaston, of the **Jaeger Farm Log Cabin** that was held on July 6th, hosted by Councilman DeHart. Included in the summary is a historical synopsis, as well as panoramic pictures compliments of Acting Chair Barth.

VIII. Closing Remarks and Adjournment

Director Vujnich requested the Commission consider cancelling its August 25th meeting, given the 3-day Celebrate Wildwood Weekend Event kicks off on Friday. All were in agreement. Senior Planner Gaston noted the next regular monthly meeting of the Commission would then be September 22, 2016, at 7:00 p.m.

A motion was made by Commissioner Rosener, seconded by Commissioner Jeter, to adjourn the meeting, with a unanimous voice vote. The meeting adjourned at 8:15 p.m.

HISTORIC PRESERVATION COMMISSION

WORK SESSION: 21ST Anniversary Wildwood Celebration Discussion (6:00 p.m.)

Wildwood City Hall – Community Room

Thursday, August 4, 2016

16860 Main Street

Wildwood, Missouri

I. Welcome and Roll Call:

Acting Chair Barth called the meeting to order at 6:13 p.m. and welcomed everyone. Those individuals in attendance were as follows:

Attending: Acting Chair Barth, Commissioner Wojciechowski, Commissioner Rosener, Commissioner Jeter, Alternate Thompson, Council Member Liaison Cullinane, and Planning and Zoning Commission Liaison Gragnani

Absent: Commissioner Sahm, Commissioner Long, and Council Member Liaison DeHart

Staff: Director of Planning Joe Vujnich and Senior Planner Terri Gaston

II. Opening Remarks and Event Booklet Discussion:

Director Vujnich thanked the Commission for attending this work session, being the fifth to date and last before the celebration event in three (3) weeks. Received just hours ago, the Commission was presented the **revised map and Points of Interest** [POI] for 2016. To reiterate, this year's eleven (11) POI [*reduced from the original 16 that were identified, removing the schools*] will be provided as a continuation of the numbering from last year's list of fourteen (14), which will be indexed on the backside of the map, with the new summaries, and all twenty-five (25) locations will be numbered on the map. The eleven (11) Historical Districts, with their summaries, will also be retained below the map. The POI list was condensed as follows:

- 15) Al Foster Memorial Trail
- 16) Anniversary Park
- 17) Bethel Church – on Route 66! [*Rock Bethel Church, removed, to be highlighted next year*]
- 18) Bluff View Park & Trail
- 19) Glencoe City Park
- 20) Marianist Retreat Center
- 21) Old Pond School & Park – on Route 66!
- 22) Pond Athletic Association
- 23) Rock Hollow Trail
- 24) Wildwood Municipal Building
- 25) Wildwood's *Original City Hall* – Imogene's Tea Room – on Route 66!

The next item of review was the **pull-out map**, being a gate-fold layout on the center bind of the booklet. Senior Planner Gaston demonstrated how the centerfold section would display the event schedule on the left side, with the jurors' summaries on the right; both pages open to the 11"x17" map depicting the overall event; flanking the map, the artist directory is situated to the left and the vendor directory to the right. In lieu of duplicating the scavenger hunt rules and questionnaire, the Department of Planning & Parks *Junior Trailblazer Program* would be highlighted on the backside of the 11"x17" map.

The **cover** was the last visual presentation to be reviewed, specifically the Commission requested the upper left picture on the front cover be replaced with one from the art festival and provide a current picture for the back cover of the Second John E. Schnarr House [aka Robert H. Butler Trust c/o John Butler, Butler Securities], which included the seven (7) registry sites along, or very near, Route 66, keeping it in context with this year's theme *Get your Kicks on Route 66*. Again, these pictures include the following properties:

1. Annie Rickard House, 17011 Manchester; circa 1930
2. Butler Securities, 16941 Manchester Road; circa 1929
3. Hencken House aka Wildwood Historical Society, 18750 Highway 100; circa 1852
4. Kern Service Station, 17301 Manchester Road; circa 1925
5. Old Pond School, 17123 Manchester Road; circa 1914
6. Stovall's Grove, 18714 Stovall Lane, fronting on Highway 100; circa 1950
7. Andrew J. Kern House aka Higher Focus Photography, 2541 Pond Road, just north of intersection at Manchester Road; circa 1898

The final draft of the **Era of Interest - Prehistory to 1776**, written by Director Vujnich and Jill VonGruben [archivist with the Wildwood Historical Society], with honorable mention to Joe Harl and Robin Machiran, was reviewed. The content, however sparse, reflects the area was inhabited by Native Americans, given the archeological finds. The Commission agreed that citations and a bibliography would complete this section of the booklet.

III. Closing Remarks and Adjournment

Acting Chair Barth adjourned the Work Session at 6:52 p.m. The Commission took a short break, before reconvening for the regular meeting scheduled for this evening.

Location	Supplies	Volunteers
Parade Start Sat 8:30 am	Cooler of water flags for Boy Scouts - City, State, National small American flags to hand out - Boy Scouts "A" through "F" signs extra set of judging placards (mail a set to participants before event) car magnets for dignitaries	
Llywelyn's Sat 8:30 am Sat 8:30 am	Deliver Voting Cards and Pens Set up chairs and table for judges	
Veterans Friday Sat 8:30 am	Tables (Quantity) Chairs coolers of drinks snacks	4 Boy Scouts
Founders Tent Sat. 8:30 am	take green bags to Founders Tent for giveaway	
Art Festival Friday 10:30am to 7pm Saturday 10am Sunday	coolers of drinks for artists while they set up Callier's delivering food for Hospitality Room Chris' Cakes arriving at 6:30am, serving 8:30-10:30am	
Concerts Friday 6pm Saturday 10am Saturday 6pm Sunday 10am Sunday 9am	cooler of drinks for U.S. Army Band cooler of drinks for Back Street Cruisers cooler of drinks for Ralph Butler Band small cooler of drinks for Teddy McCreedy take down tables/chairs in 20x20 tent, prepare for Teddy McCreedy	
Wildwood Historical Society Saturday 8am	deliver copies of booklet to their booth	
1 week prior	buy snack items for Vet Tent and Hospitality room create any small signs needed (parade position signs, parade judging placards, handicap parking, car show signs, #'s for each booth) staff artist bags for check-in (wristbands, food vouchers, program, wifi info, information sheet) mail placards to parade participants being judged in float competition	

Key

Friday
Saturday before 9am
Saturday 9am - 12pm
Saturday 12pm - 4pm
Saturday 4pm - 8pm
Saturday after 8pm
Sunday

print parking passes (Hotel guests, City Hall/City Council, volunteers)
print food vouchers and wifi/phone hotline cards

2 weeks prior to event

email food/drink vendors
email businesses/organizations/authors
email parade participants
place Coke order
confirm caterers for Hospitality room

4-6 weeks prior

order volunteer t-shirts
order Lafayette band t-shirts
order Founders' Booth giveaways
send thank-you letters to sponsors
order any large signs or banners
order car magnets for parade
E-news articles about Celebrate Wildwood
put volunteer form on RecDesk

Terri Gaston

From: Sayers, Mary <Mary.Sayers@dnr.mo.gov>
Sent: Thursday, September 01, 2016 2:24 PM
To: Rost, Rebecca
Cc: Prawl, Toni
Subject: CLG Commissioner Yearly Training Survey (Blind copied. Please use "Reply," not Reply All")

Dear CLG Partners in Preservation,

As you may or may not be aware, it is a requirement of participation in the CLG Program in Missouri that **each** HPC member attend some form of training on a topic or topics directly related to their duties **every** year. For a number of different reasons, very few CLGs have been in compliance with this requirement. Please do not panic - we are not looking to decertify any Missouri CLG at this time for not meeting this requirement! We do, however, hope to work towards having our CLGs meet that compliance goal. In an effort to make it easier for HPC Commissioners (and Staff) to meet the yearly training requirement, we are looking at several possibilities, including approving certain online training, developing a handbook for you, and offering regional training as well as "Train-the-Trainer" workshops. But, we need your help! Please share the following survey link with **ALL your HPC members (and staff liaisons), and ask them to fill out the survey for me:**

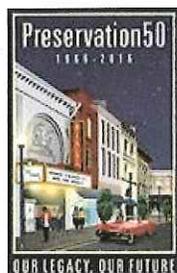
<https://www.surveymonkey.com/r/WQX772J> . I want to get as much input as possible so that I can take each individual's responses into consideration as we move forward. **I would like to have all responses back by Friday, September 30th.** I want to put together a consistent plan that is reasonable, achievable, and will benefit you in all the work you do to promote historic preservation in your communities.

Regards,
Mary

Mary Sayers Doeden

Historic Preservation Outreach & Education Coordinator
State Historic Preservation Office
Missouri Department of Natural Resources
P.O. Box 176
Jefferson City, MO 65102
Phone: (573) 522-5632
E-mail: mary.sayers@dnr.mo.gov
Website: <http://www.dnr.mo.gov/shpo/index.html>

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WILDWOOD

Belleview Farm Park

City of Wildwood, Missouri
Conceptual Master Plan
August 2016

DRAFT



DG2 Design
Landscape Architecture

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DRAFT



Acknowledgments

The development of this master plan for Belleview Farm Park was a collaboration between the design team and the City of Wildwood Missouri.

Thank you for your contributions to this master plan!

City of Wildwood

Joe Vujnich, Director of Planning & Parks
Kathy Arnett, Assistant Director of Planning & Parks
Gary Crews, Superintendent of Parks & Recreation

Saint Louis County

John Stanger

GORC: Gateway Offroad Cyclists

DG2 Design, Landscape Architecture

Kristy DeGuire, PLA, ASLA - Principal Landscape Architect
Jordan Wilkinson - Designer
Brad Priest - Designer
Sara Runge - Project Manager

DRAFT



Belleview Farm Park

DRAFT



Introduction

The land at Belleview Farm is approximately 100 acres in total area. The property features a variety of beautiful landscapes, with rolling topography and grand views overlooking the Meramec River valley.

Situated in the old St. Paul and Jedbergh areas, Belleview Farm was bequest to St. Louis County by the late Harold K. Donnelly in 1996. According to St. Louis County, Donnelly was instrumental in the creation of Bee Tree and Unger Parks, as well as Castlewood State Park. The subject property is also adjacent to Sherman Beach Park, which contains a trailhead for the Al Foster Trail.

The existing farmstead also contains a handfull of original buildings both of wood and stone construction. Unfortunately the historic farmhouse, which is believed to have been built in 1875, was burnt down by an arsonist in 2014.

The City of Wildwood has entered into an agreement with St. Louis County to develop the property into a new park, which will be known as Belleview Farm Park. This document will outline the process undertaken by the design team to create a master plan for the new park, which honors the rich heritage of the site and provides for a blend of recreational activities that embrace the natural beauty of the site.



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Existing Site Images

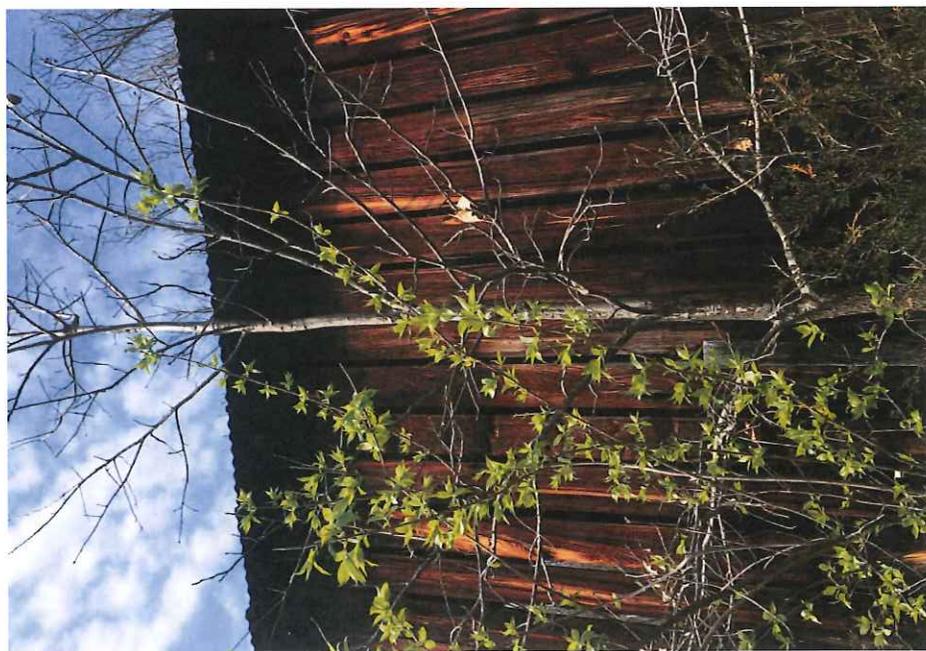


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Existing Site Images



Existing Site Images



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Existing Site Images

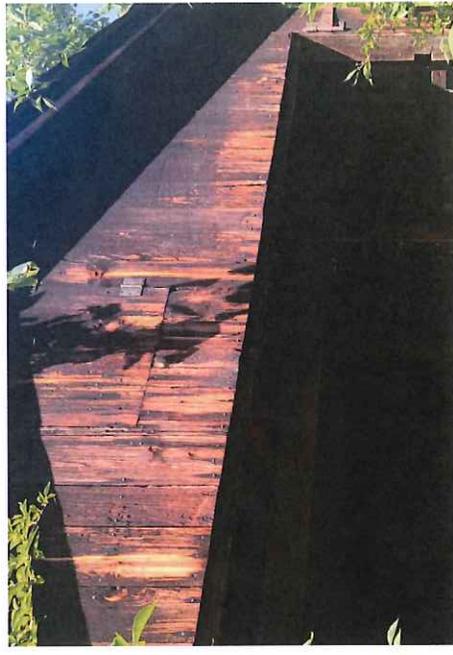


Existing Site Images



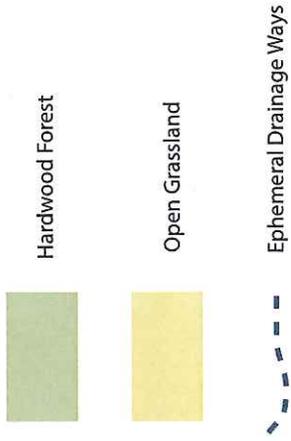
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Existing Site Images



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Site Analysis: Vegetation & Hydrology



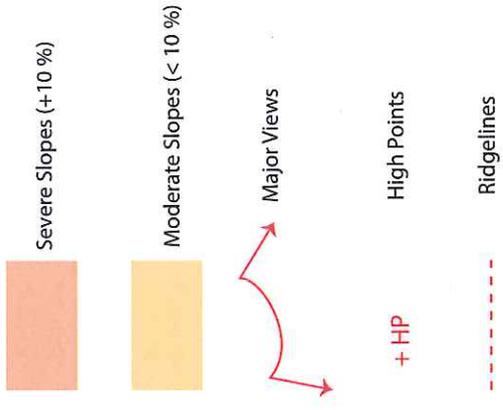
The overall existing vegetation of the site is typical of a former homestead farm of this time period. The site is largely wooded with deciduous hardwood trees, with many cedars (planted or volunteer) along the edges and in the open grassland area. There are invasive species present throughout that should be removed.

There are 3 main ephemeral creek beds on the site that handle stormwater. The 2 main drainage corridors flank either side of the open grass area and drain towards the southern end of the site.



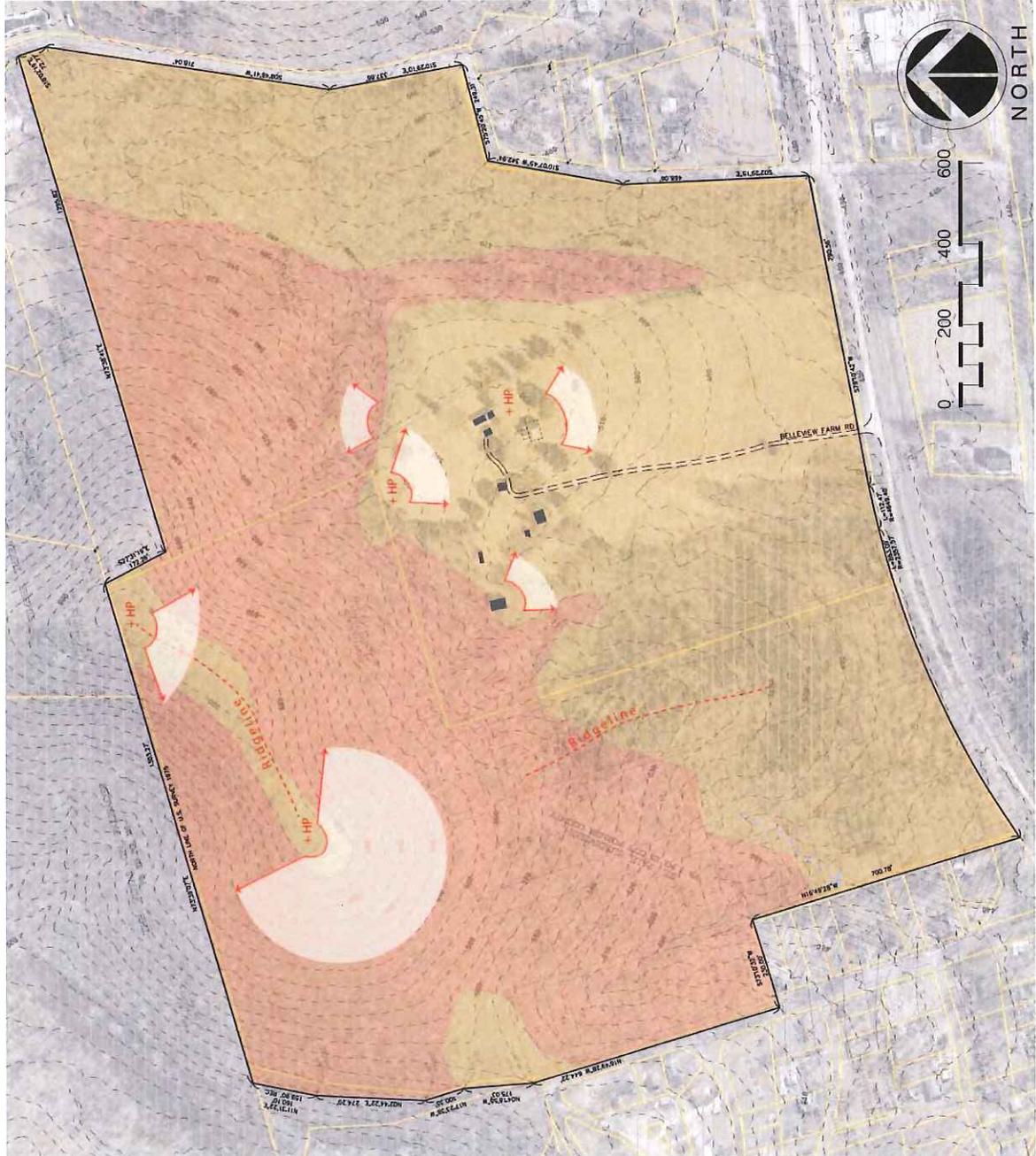
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Site Analysis: Topography, Slopes & Vistas



The site at Bellevue Farm has over 260 feet of elevation change from the current entrance at the south, to the ridge at the northern end of the site. Roughly half of the site has moderately steep slopes of up to 10%, and this includes most of the open grassland area. The northern half of the site is steeper, with slopes up to 55%.

This dramatic topography provides for excellent panoramic and framed views from high points and vistas. Some of the most open views are currently at the top of the grassland area or former home site looking south.



DRAFT



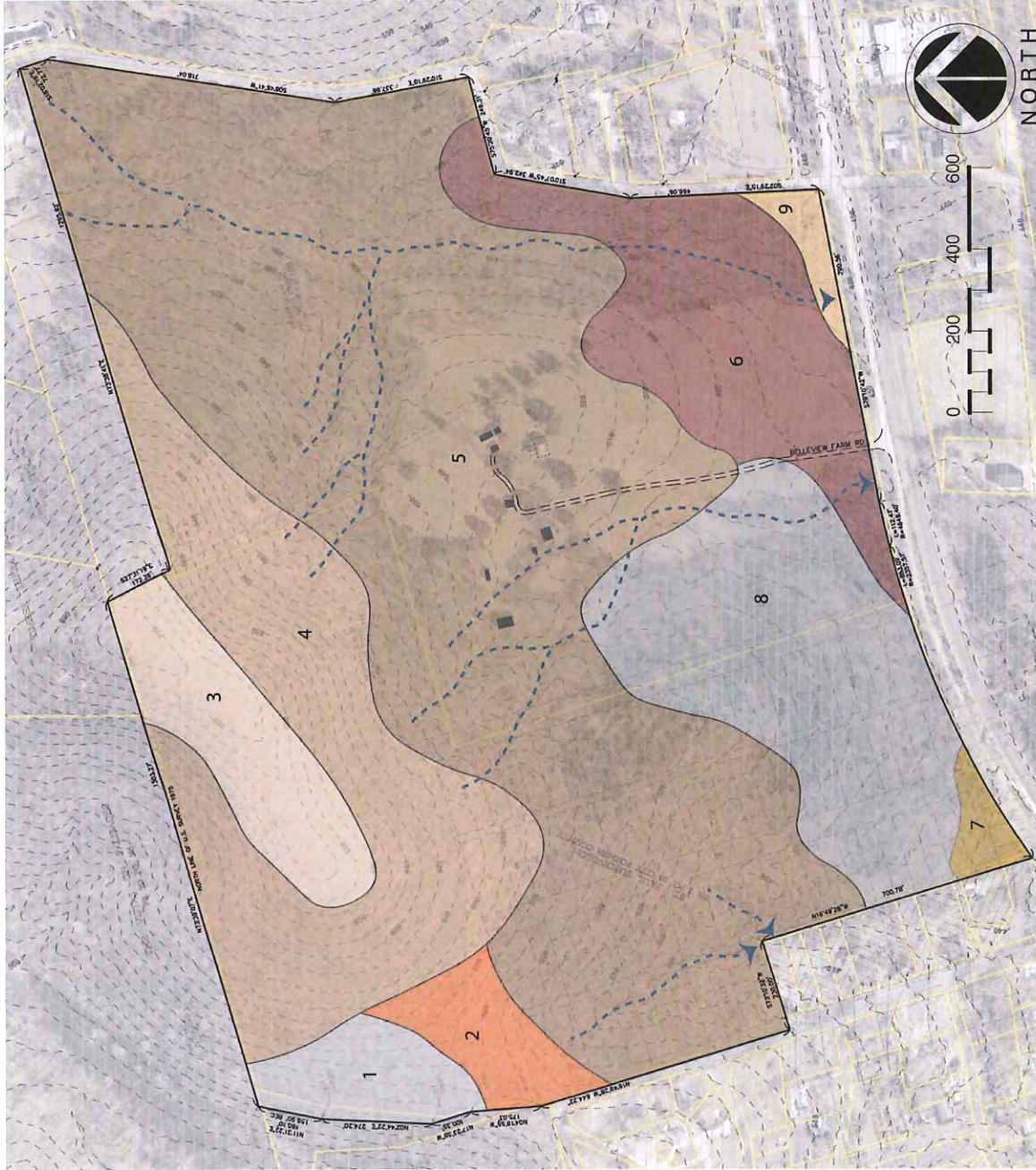
Site Analysis: Soils

- | | |
|----------|---|
| 1 | Gasconade-Rock outcrop complex,
15-50% slopes, extremely stony |
| 2 | Crider-Menfro silt loams,
5-14% slopes |
| 3 | Rueter gravelly silt loam,
3-15% slopes, very stony |
| 4 | Rueter gravelly silt loam,
15-55% slopes, extremely stony |
| 5 | Menfro silt loam,
14-20% slopes, eroded |
| 6 | Menfro silt loam,
5-9% slopes, eroded |
| 7 | Haymond silt loam,
0-3% slopes, frequently flooded |
| 8 | Winfield silt loam,
9-14% slopes eroded |
| 9 | Menfro silt loam, 2-5% slopes |

--- Ephemeral Drainage Ways

There are 9 different soil complexes on this roughly 100 acre site. Approximately 63% of the site consists of a Menfro silt - loam complex that is suitable for most construction methods. The steeper slopes consist mostly of gravelly silt-loam mixes that are less favorable for development, but would be fine for low-impact construction. The southwest corner of the site contains soils that have been historically flooded, although that frequency is unknown.

Source: National Resources Conservation Service, Web Soil Survey

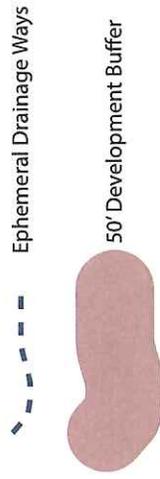


Bellevue Farm Park

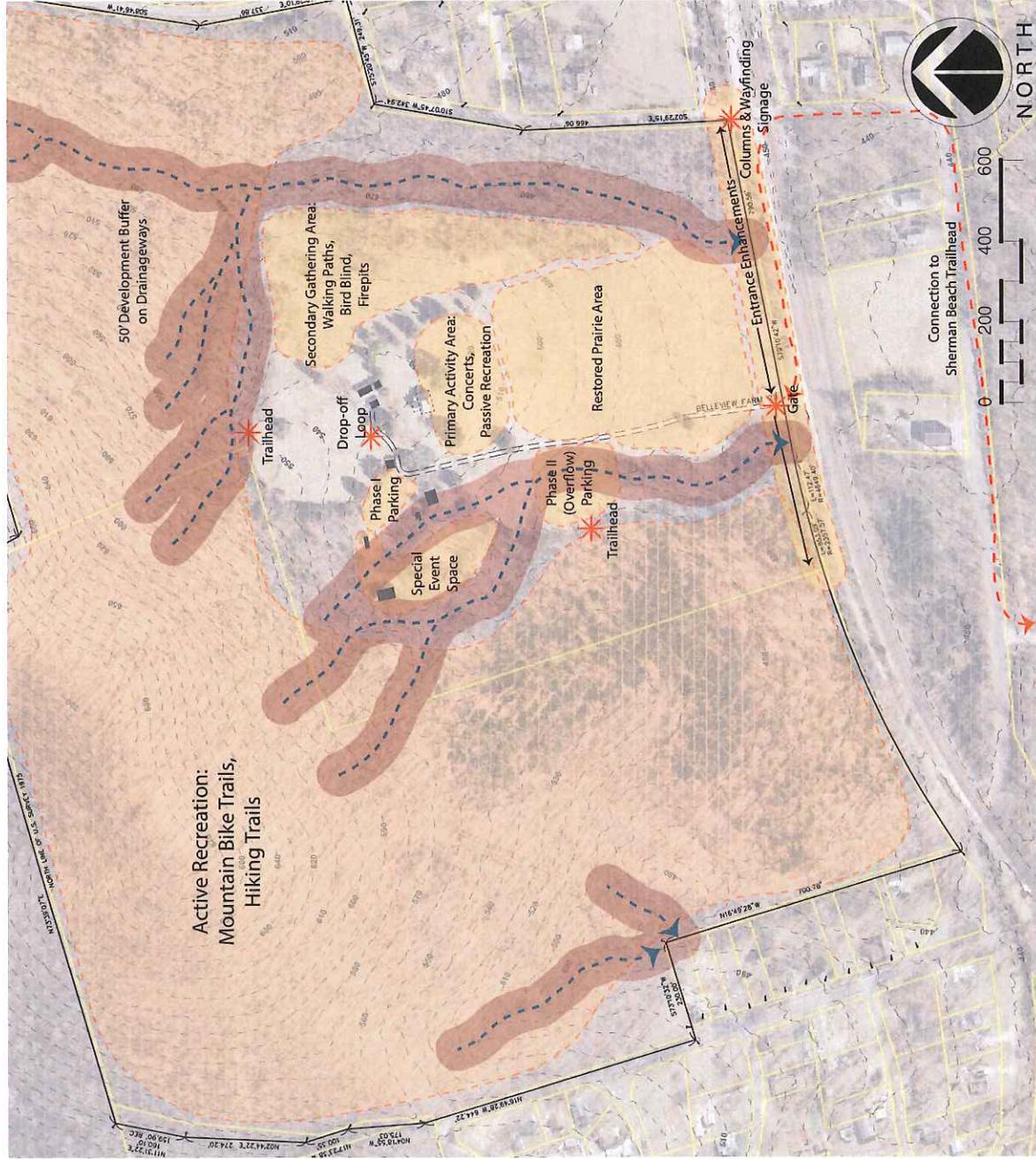


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Site Analysis: Opportunities & Constraints

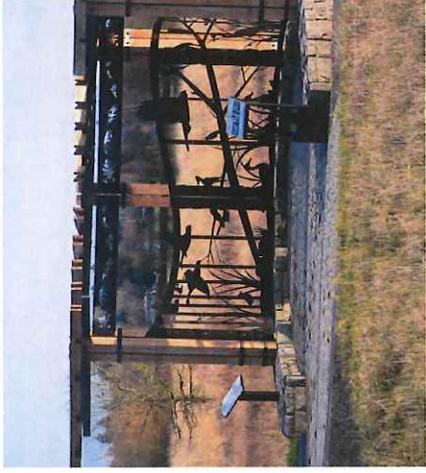
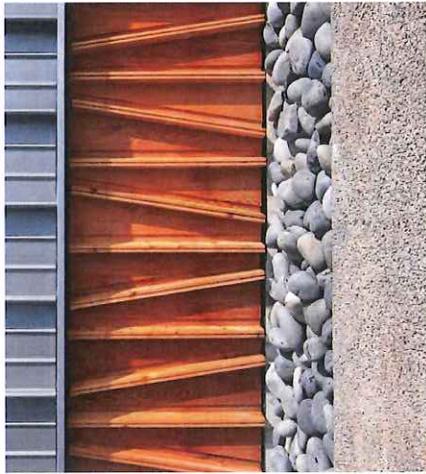


After reviewing various natural systems and existing conditions on the site, an overall look at the opportunities and existing constraints for developing a park become apparent. Although the drainage-ways are ephemeral in nature and do not normally hold water, a development buffer should be implemented to reduce impact on the existing watershed. Most of the steeper sloped hardwood forest would be ideal for active recreation such as hiking and biking trails. Important trailhead and entrance areas have been noted, with the primary activity areas at the center of the site.



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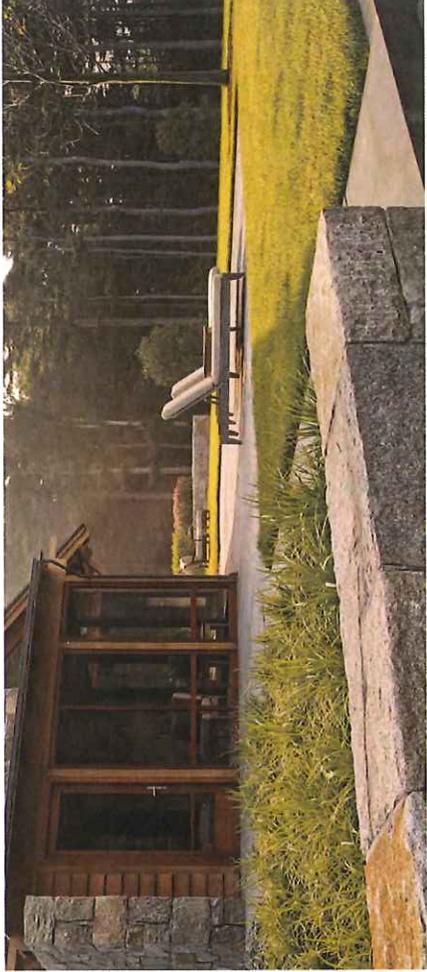
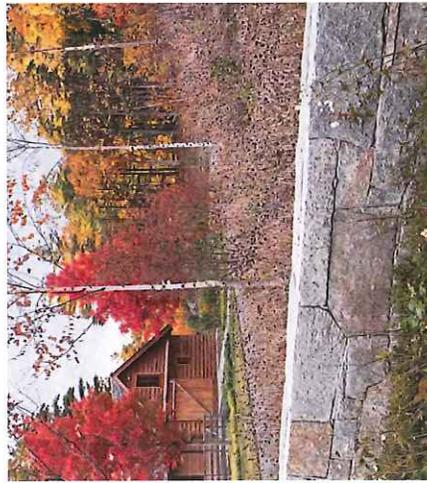
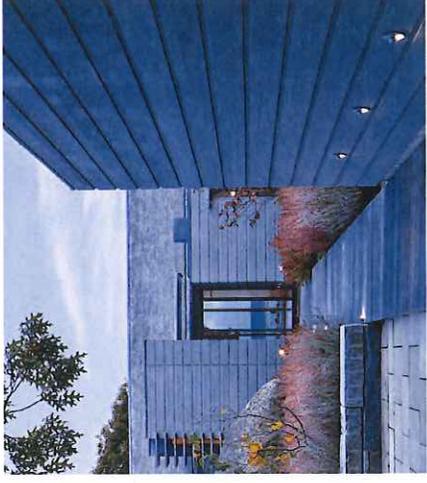
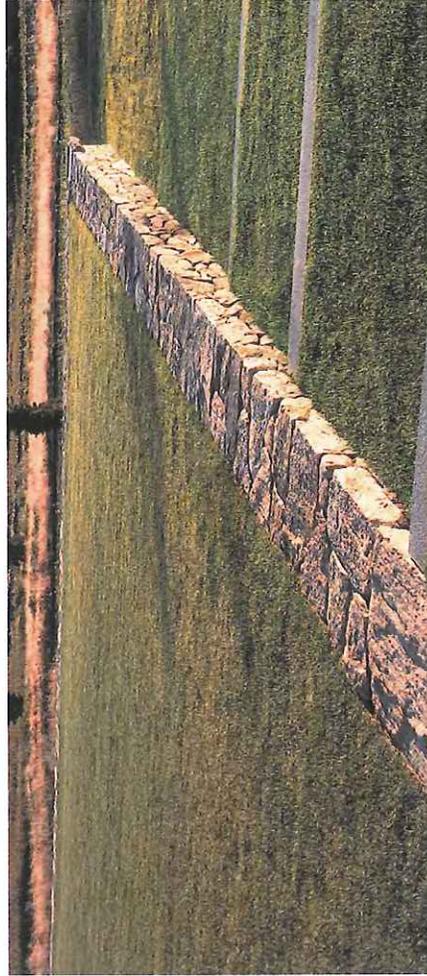
Inspiration Images



Inspiration Images



Inspiration Images

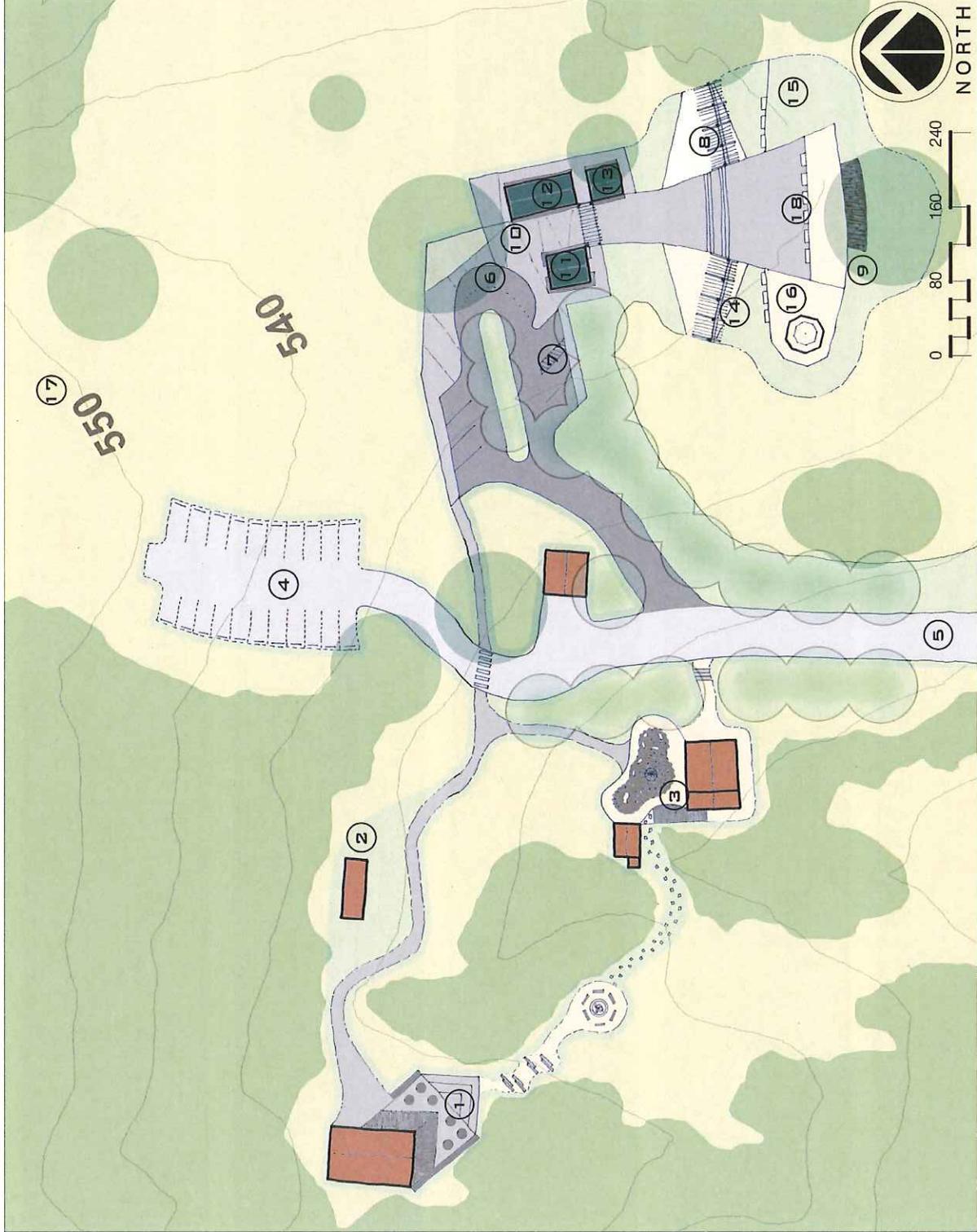


Inspiration Images



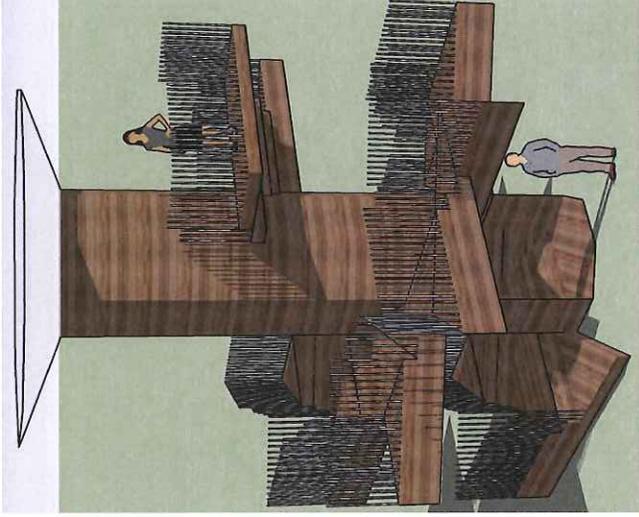
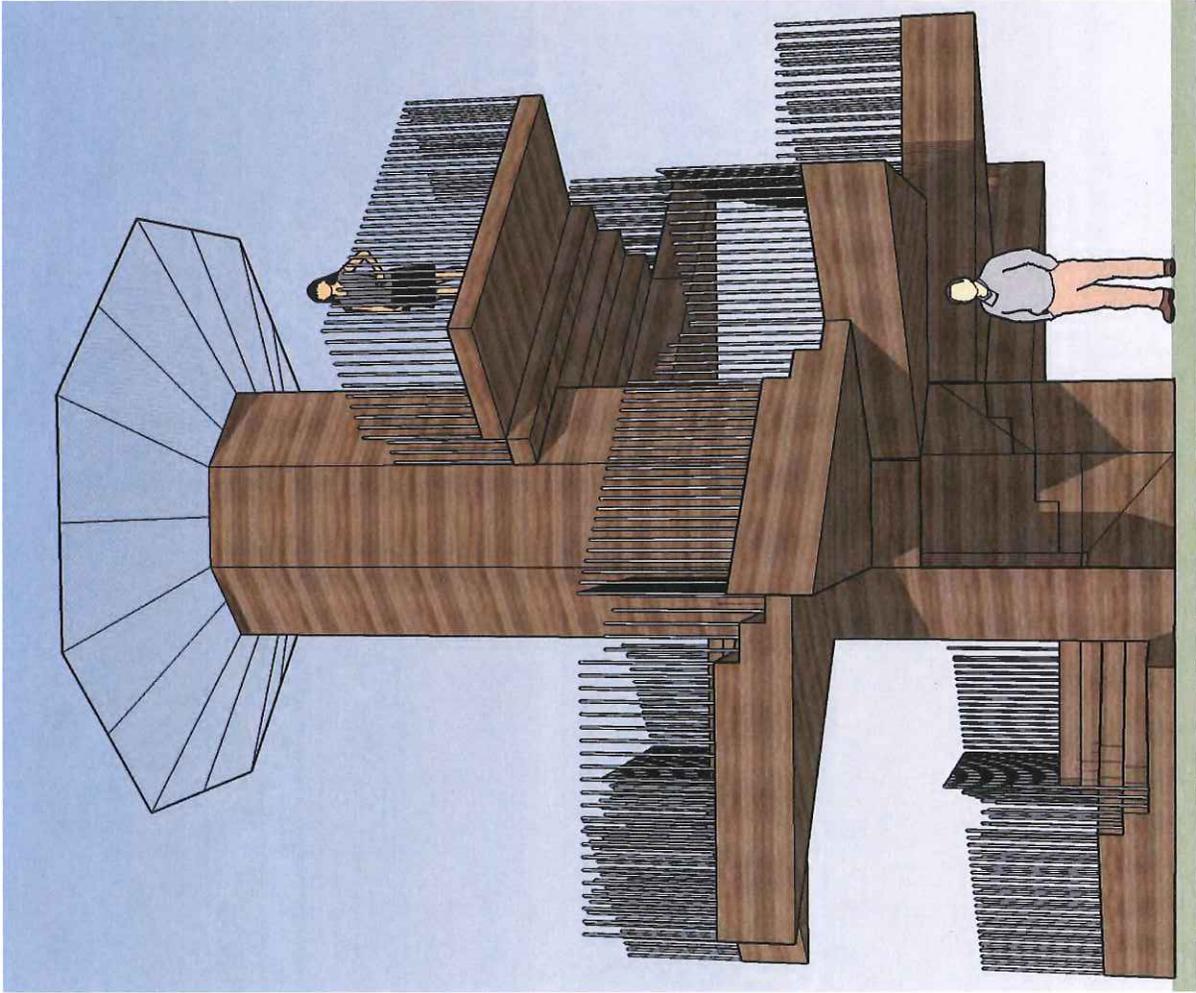
Concept 1 Detail Plan

- 1 Wedding Venue @ Barn
- 2 Restored Corn Crib
- 3 Natural Play Area
- 4 Main Parking Lot (21 spaces)
- 5 Entry Road
- 6 Drop Off Circle
- 7 ADA Parking
- 8 Terraced Seating
- 9 Stage
- 10 Entry Plaza
- 11 Restrooms
- 12 Park Storage
- 13 Park Info. Kiosk
- 14 Seat Walls
- 15 Picnic Lawn
- 16 Stargazer Overlook Tower
- 17 Sledding Hill
- 18 Stone Monolith Benches



Belleview Farm Park

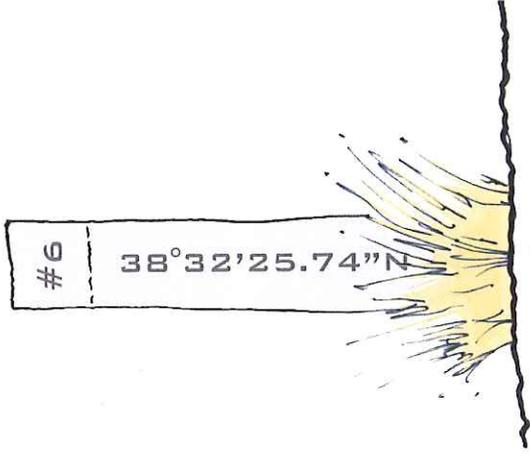
Concept 1 Stargazer



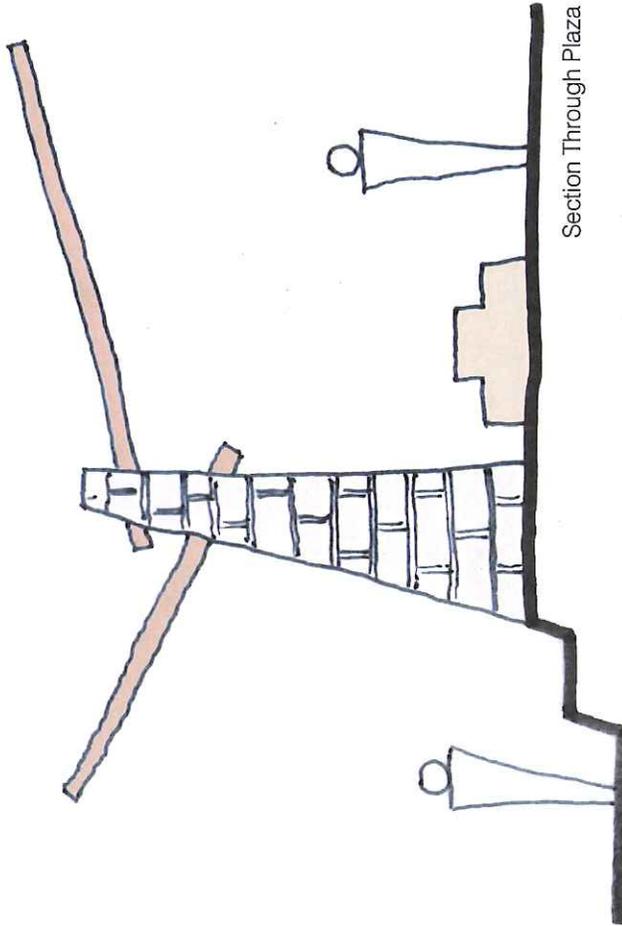
Bellevue Farm Park

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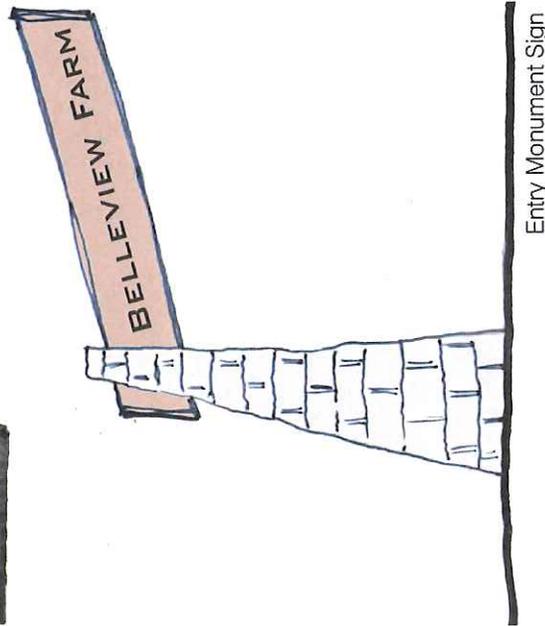
Concept 1 Details



Geo-Trekking Post



Section Through Plaza



Entry Monument Sign

Belleview Farm Park



Concept 2 Master Plan

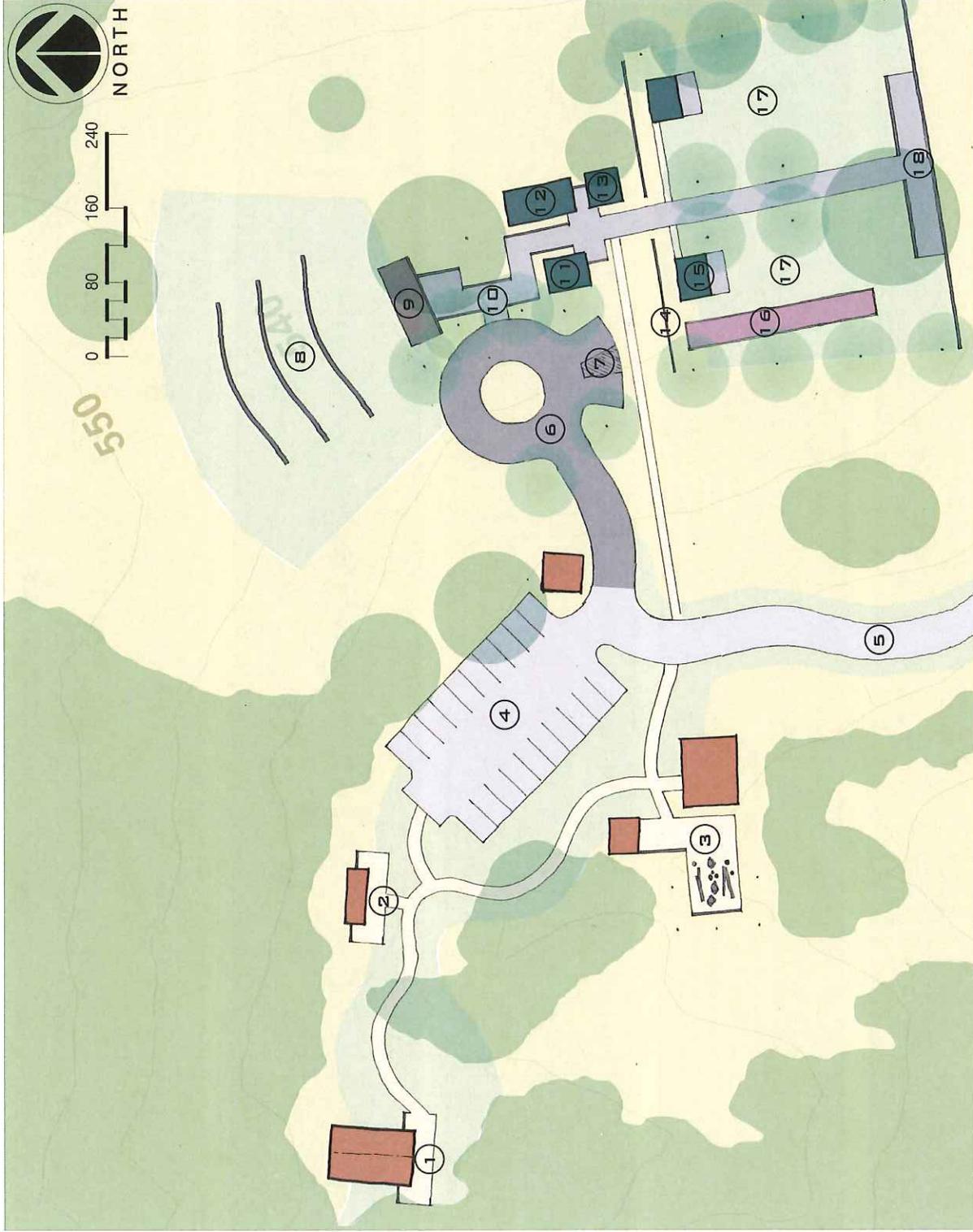
- 1 Mountain Bike Trails
- 2 Trailhead
- 3 Secondary Parking Lot
- 4 Entry Road
- 5 Path through Meadow
- 6 Fire Pit Gathering Area
- 7 Trailhead
- 8 Overlook Point
- 9 Plan Enlargement (Next Sheet)



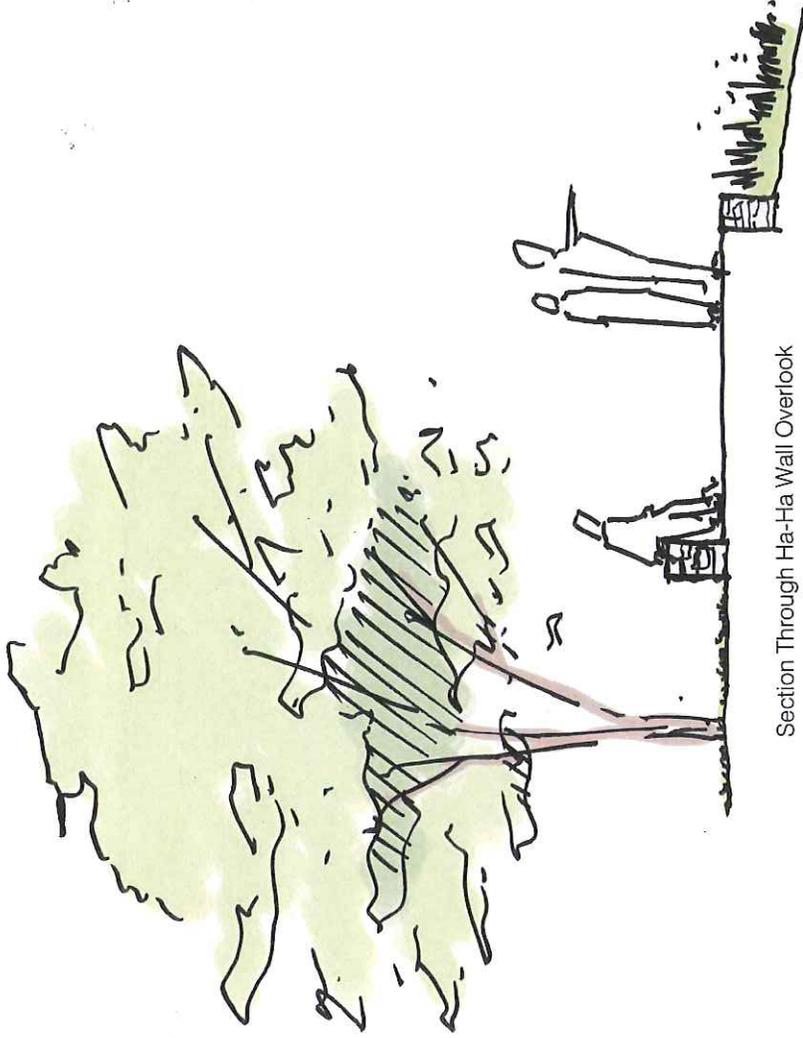
Bellevue Farm Park



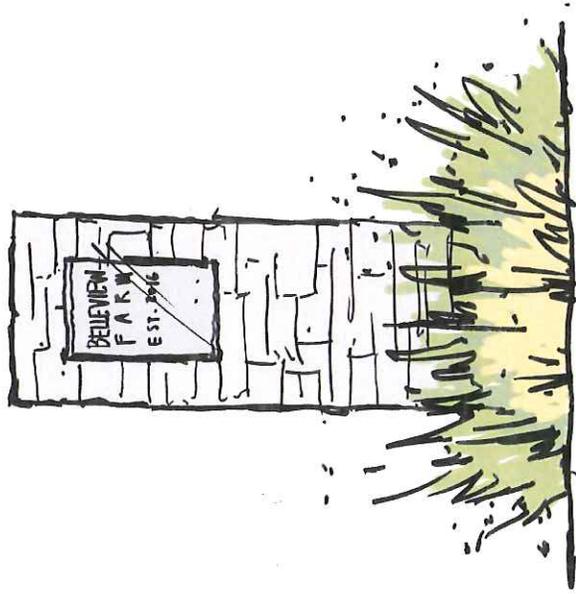
Concept 2 Detail Plan



- 1 Gathering Area @ Barn
- 2 Gathering Area @ Corn Crib
- 3 Natural Play Area
- 4 Main Parking Lot (20 spaces)
- 5 Entry Road
- 6 Drop Off Circle
- 7 ADA Parking
- 8 Terraced Seating
- 9 Stage
- 10 Entry Court
- 11 Restrooms
- 12 Covered Pavilion
- 13 Lookout Pavilion
- 14 Seat Walls (Typ.)
- 15 Picnic Pavilion + Fire Pit
- 16 Bocce Court
- 17 Sitting + Game Lawn
- 18 Ha-Ha Wall + Overlook



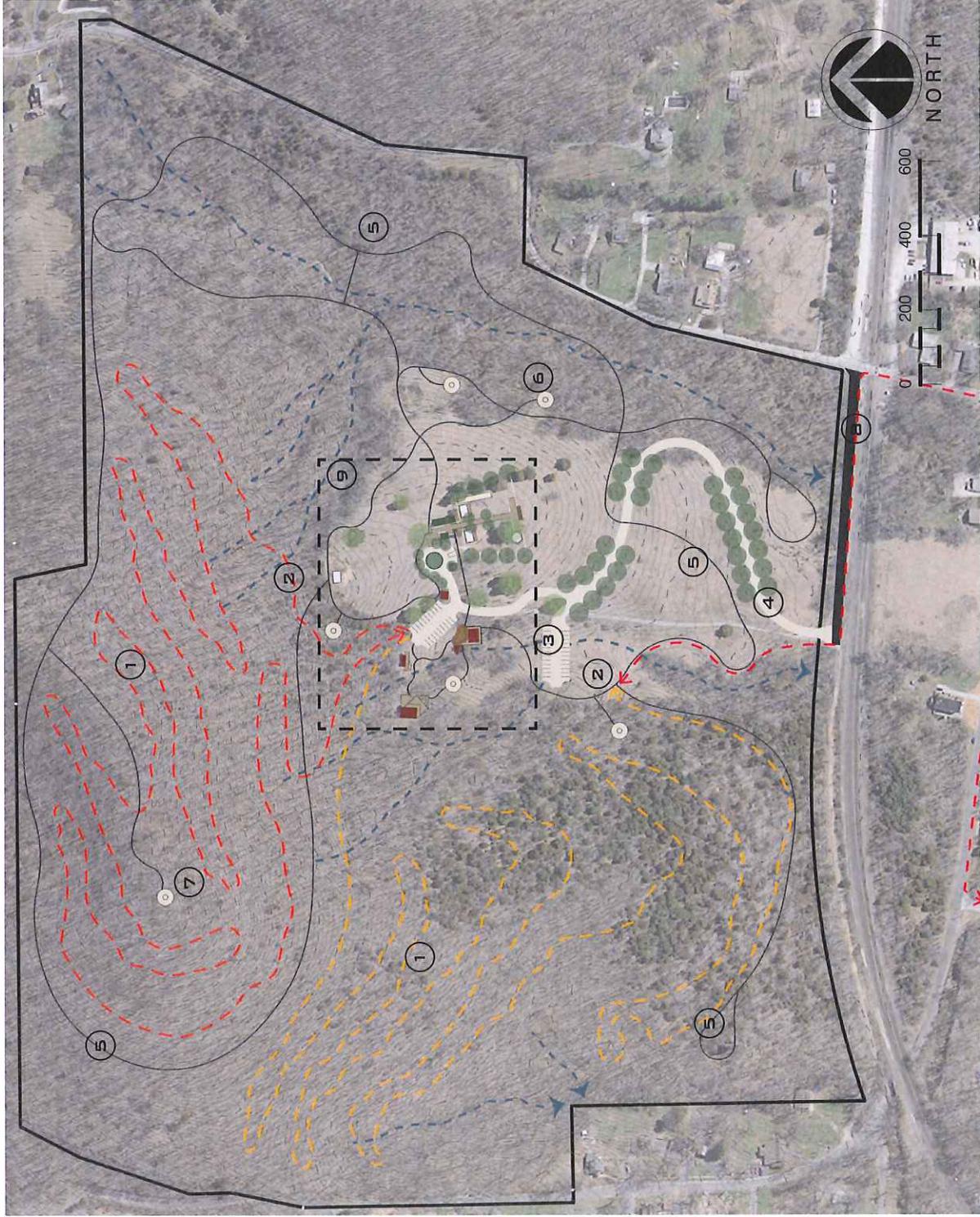
Section Through Ha-Ha Wall Overlook



Entry Monument Sign

Final Conceptual Master Plan

- ① Mountain Bike Trails
- ② Trailhead
- ③ Secondary Parking Lot
- ④ Entry Road
- ⑤ Hiking Trails
- ⑥ Fire Pit Gathering Area (typ.)
- ⑦ Overlook Point
- ⑧ Improved Access Road
- ⑨ Plan Enlargement (Next Sheet)



Belleview Farm Park



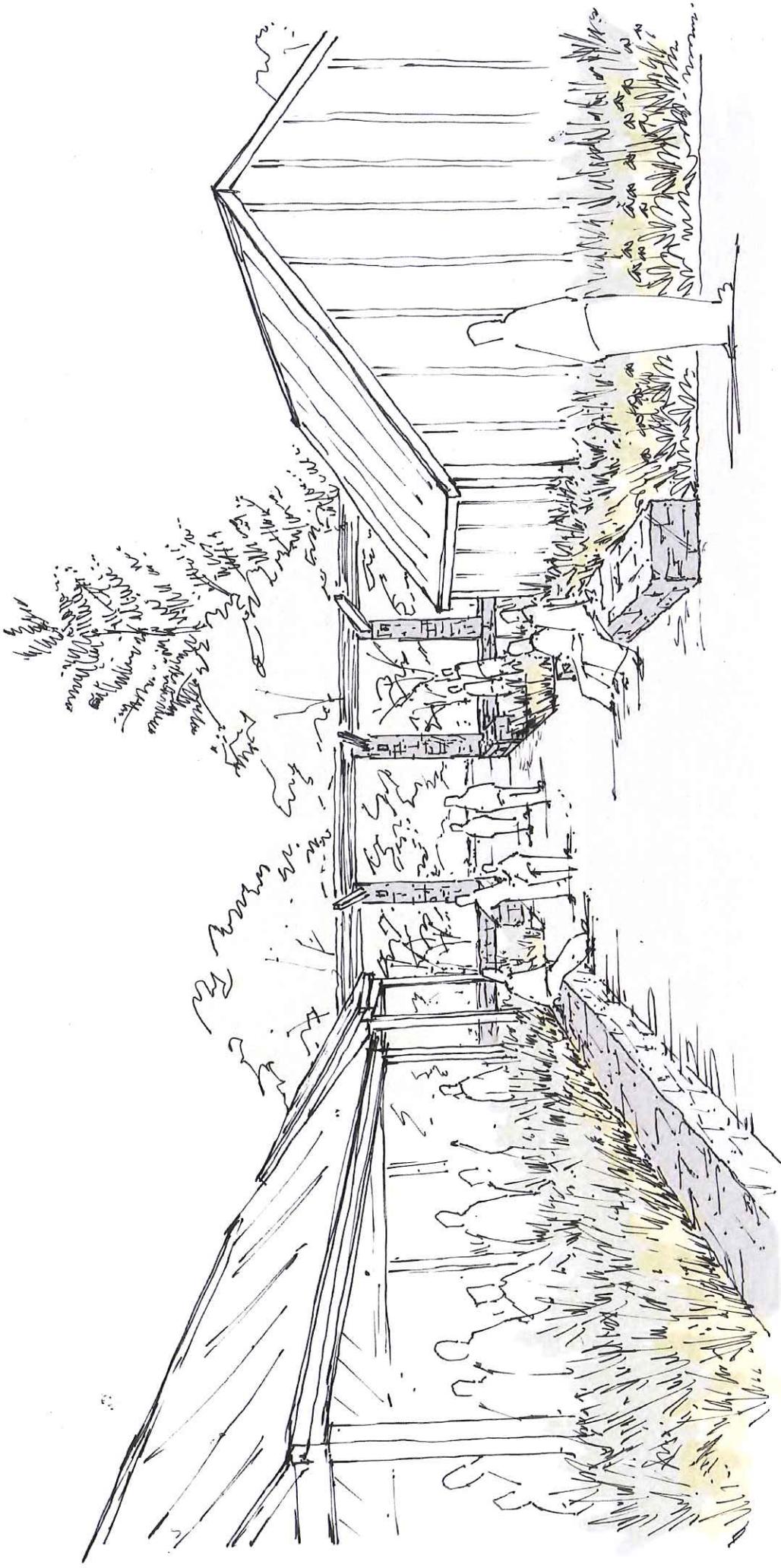
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Final Concept Detail Plan

- 1 Wedding Venue @ Barn
- 2 Gathering Area @ Corn Crib
- 3 Natural Play Area
- 4 Main Parking Lot (20 spaces)
- 5 Entry Road
- 6 Drop Off Circle
- 7 ADA Parking
- 8 Sledding Hill + Pavilion
- 9 Trailhead
- 10 Entry Court
- 11 Restrooms
- 12 Covered Pavilion
- 13 Lookout Pavilion
- 14 Seat Walls (Typ.)
- 15 Shade Structure
- 16 Bocce Court
- 17 Sitting + Game Lawn
- 18 Ha-Ha Wall + Overlook
- 19 Stage
- 20 Star-gazing & Overlook Tower
- 21 BMP Plantings
- 22 Berm + Hayride Staging Area
- 23 Firepit + Bird Blind Area
- 24 Park Storage
- 25 Hiking Trails



Master Plan Details



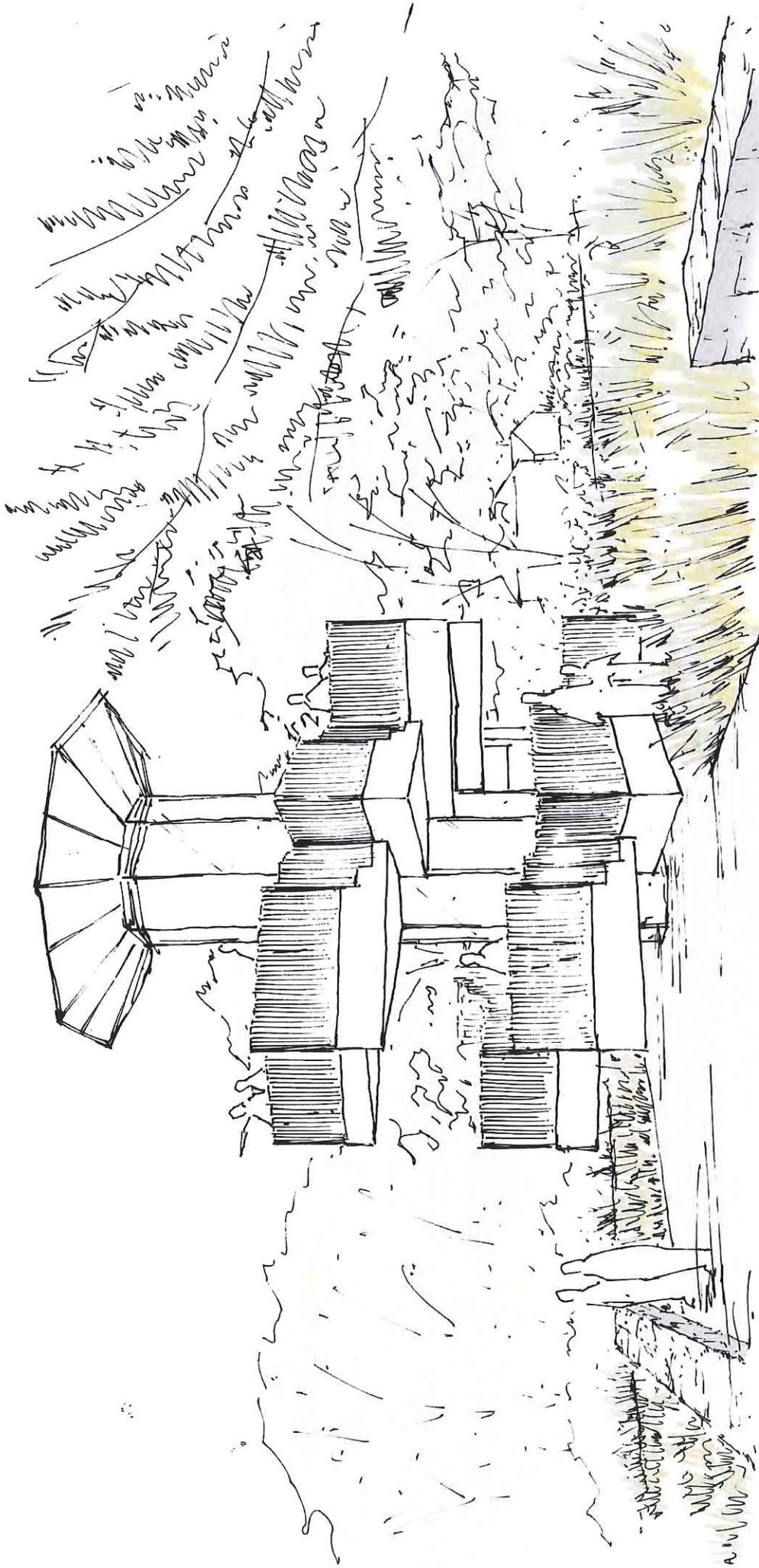
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Belleview Farm Park

Master Plan Details

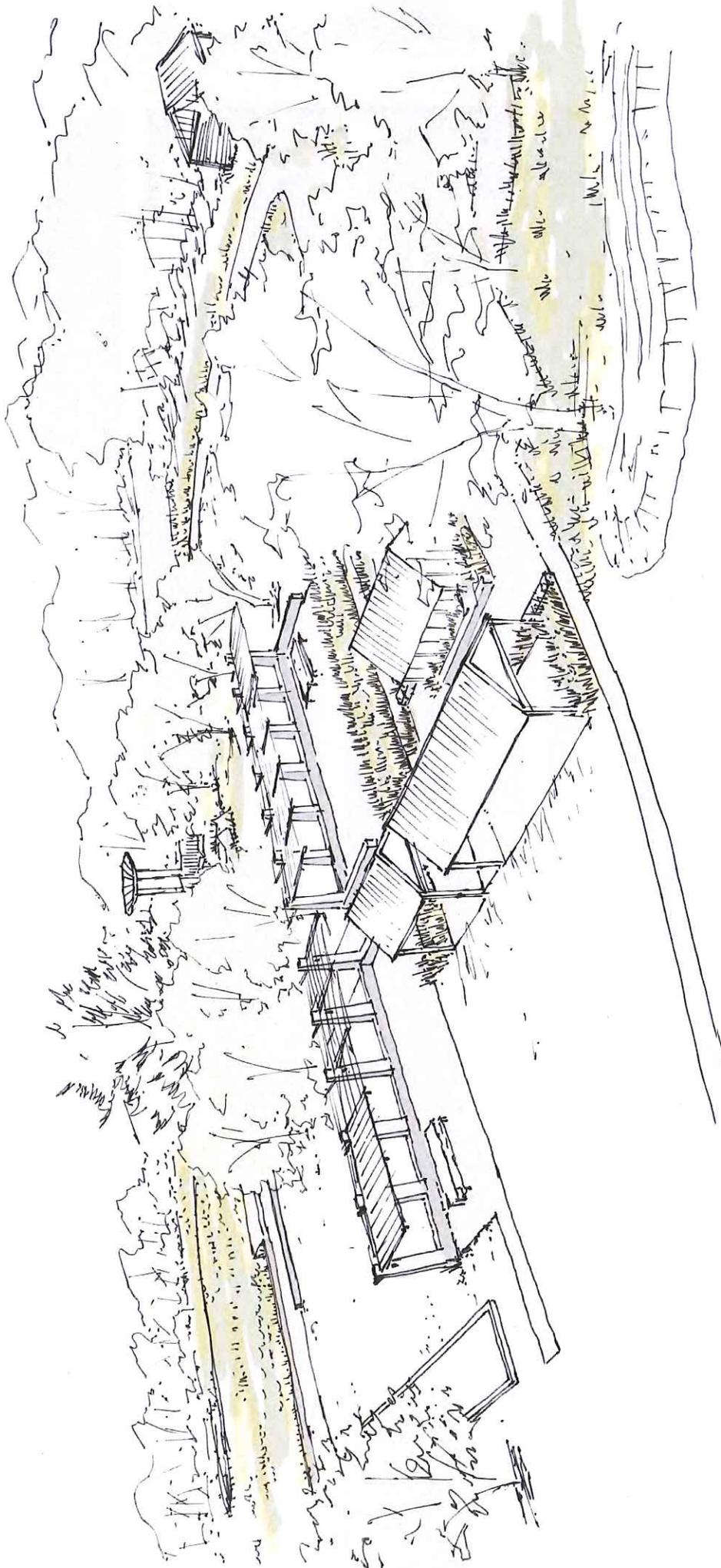


Master Plan Details



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Master Plan Details



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Master Plan Details



Entrance Gateway Concept

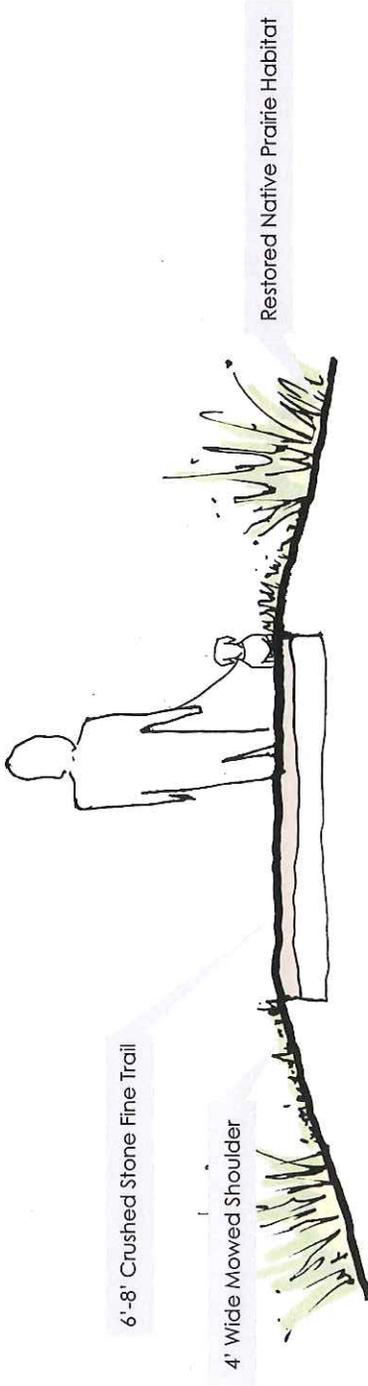
Entrance enhancements for Belleview Park will emphasize the rustic and agricultural heritage of the site. Local materials such as native limstone veneer and hardwood rails will create a formal entrance to the park. Overall form of the entrance structure will mimic the form of the proposed shade structure in the central area of the park design.

(Lockable manual steel gates to be attached to the monument piers)



Geo-trekking Post Concept

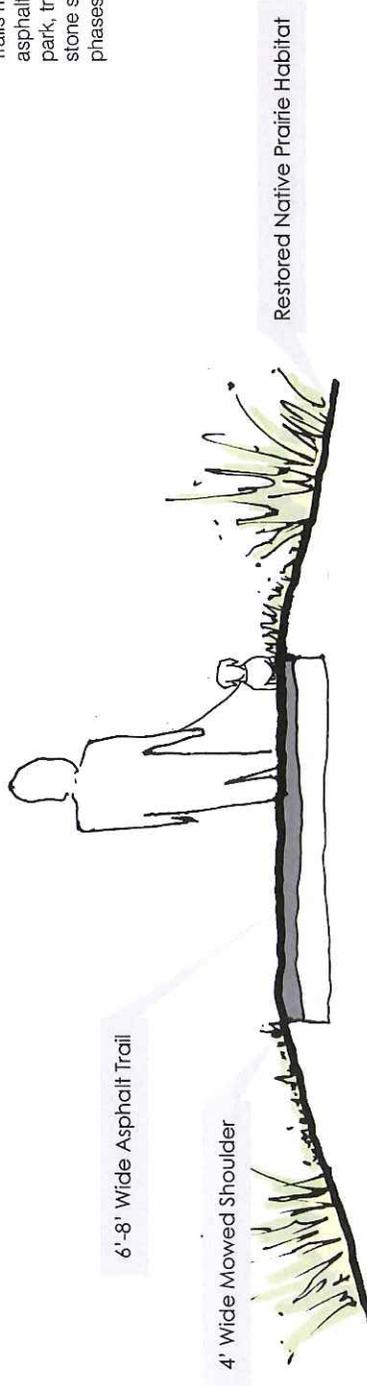
This prototype for a "Geo-trekking" post will add another layer of activity and interaction to the proposed hiking trails at Belleview Farm Park. With smartphones or a handheld GPS, hikers can locate and identify prominent locations in the park that correspond to the latitude and longitude coordinates on these posts. Each geo-trekking post also provides an opportunity for educational signage to reflect back on the history of Belleview Farm.



Typical Section: Crushed Stone Surface Hiking Trail

Hiking Trail Hierarchy

Hiking trails at Belleview Farm Park will be one of three different surfaces. Trails near the center of the park will be wide and paved with either asphalt or concrete. Further away from trailheads and the center of the park, trails will be finished with a compacted permeable layer of crushed stone screenings. Lastly, wooded hiking trails to be completed in future phases will be cleared and prepared soil at existing grades.



Typical Section: Asphalt Surface Hiking Trail



GORC Mountain Bike Plan

GORC's goal is it to keep existing sustainable multi-use trails open to hikers, bikers, and equestrians as well as creating new sustainable multi-use trails. We have established official relationships with St. Louis County Parks, St. Charles County Parks, Missouri State Parks, Missouri Conservation Department, The Ozark Trail Association, Southern Illinois University and the US Forest Service. GORC's relationship with each of the above organizations includes trail design, construction and maintenance; technical consulting, leading volunteer workdays, and providing volunteers for workdays.

Project Detail:

GORC has been partnering with St. Louis County Parks and Recreation to design, build and maintain their trails for over 15 years. We have a strong alliance and continue to develop new opportunities for all trail users. With the increased amount of trail opportunities, come more choices for those using the trails. However, one trail user group has not seen the type of trail they desire be built in the St. Louis area. This is mostly due to the fact that trails have been specifically designed for multi-use. This consideration takes into effect the user groups and how design of the trail must accommodate them in order provide a sustainable and enjoyable experience. Our proposal for the Belleview Farms mountain bike trails is to tailor them specifically to the mountain bikers looking for "flow" or "pump" type trails.

GORC conducted a poll on our website (www.gorctrails.com) open to all visitors asking the question, "What type of trail would you like to see developed...". We had nearly 300 total votes and 70% indicated they would most like to see a flow/pump trail. This poll helps validate the desire of our constituents to have this new type of trail. We have been hearing this for years at trail builds and social events. The poll helped confirm that what we heard was true.

GORC's plan would be to develop the park in two phases. The first trail being approximately 2-2.5 miles in length and have a gentle slope. The second phase would be a more advanced trail with steeper slope, visiting the high point of the park and be approximately 1-1.5 miles in length.

While GORC is committed to providing all volunteer labor to build these trails, if St. Louis County and/or the City of Wildwood decide to hire a professional trail building company to construct the trails, GORC would help as needed and like to be included in the design phase.



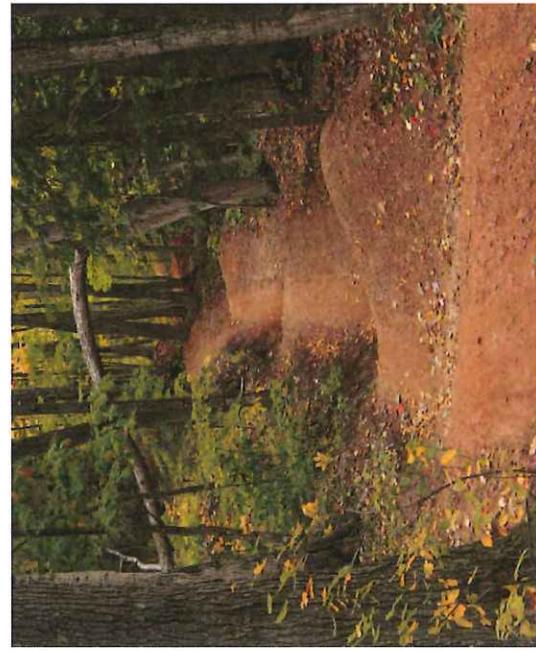
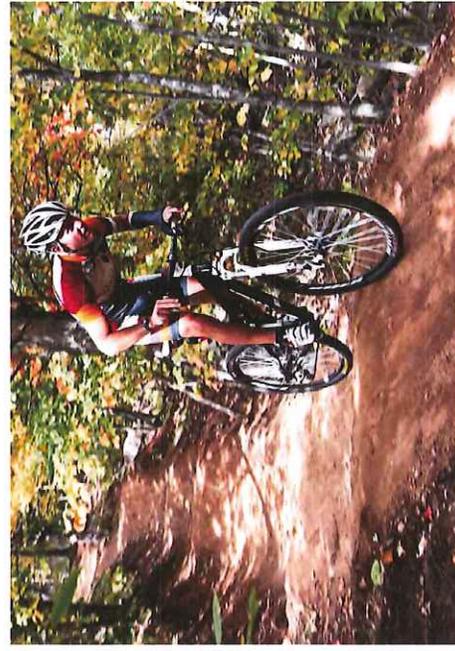
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Project Summary:

The Gateway Off-Road Cyclists (GORC) proposes to add mountain bike specific natural surface trails to a currently undeveloped park in St. Louis County, Belleview Farms. The trails would be built with a downhill direction in mind using a mix of mechanized trail building machines and hand labor.

GORC Background:

Gateway Off-Road Cyclists (GORC) is a 501(c) 3 non-profit corporation dedicated to advocacy, design, construction, and maintenance of multi-use trails. The club was formed to give cyclists a voice in trail user policy and land use in and around the St. Louis metro area. We are dedicated to the interests of Eastern Missouri/Western Illinois mountain bikers and are the St. Louis area's only official International Mountain Bicycle Association (IMBA) affiliate club. Our mission has changed over time to include all user groups as they directly benefit from our work. As a club, we also have social activities such as group rides, trips, and events. Our website features a trail conditions section that can be updated by all users allowing them to check the current condition before heading out to the trail. This feature has been an important tool to minimize trail damage by educating the public when not to use trails in wet conditions. The website also features a trails section that is loaded with good information for locals and out of town visitors, such as trail information and maps.



Text and images courtesy of GORC, from Belleview Farm Proposal of 7/18/16

Belleview Farm Park

GORC Mountain Bike Plan

-  Phase I: 2.0-2.5 miles
-  Phase II: 1.5-2.0 miles
-  Trailhead
-  Direction of Flow

What is a "Flow Trail":

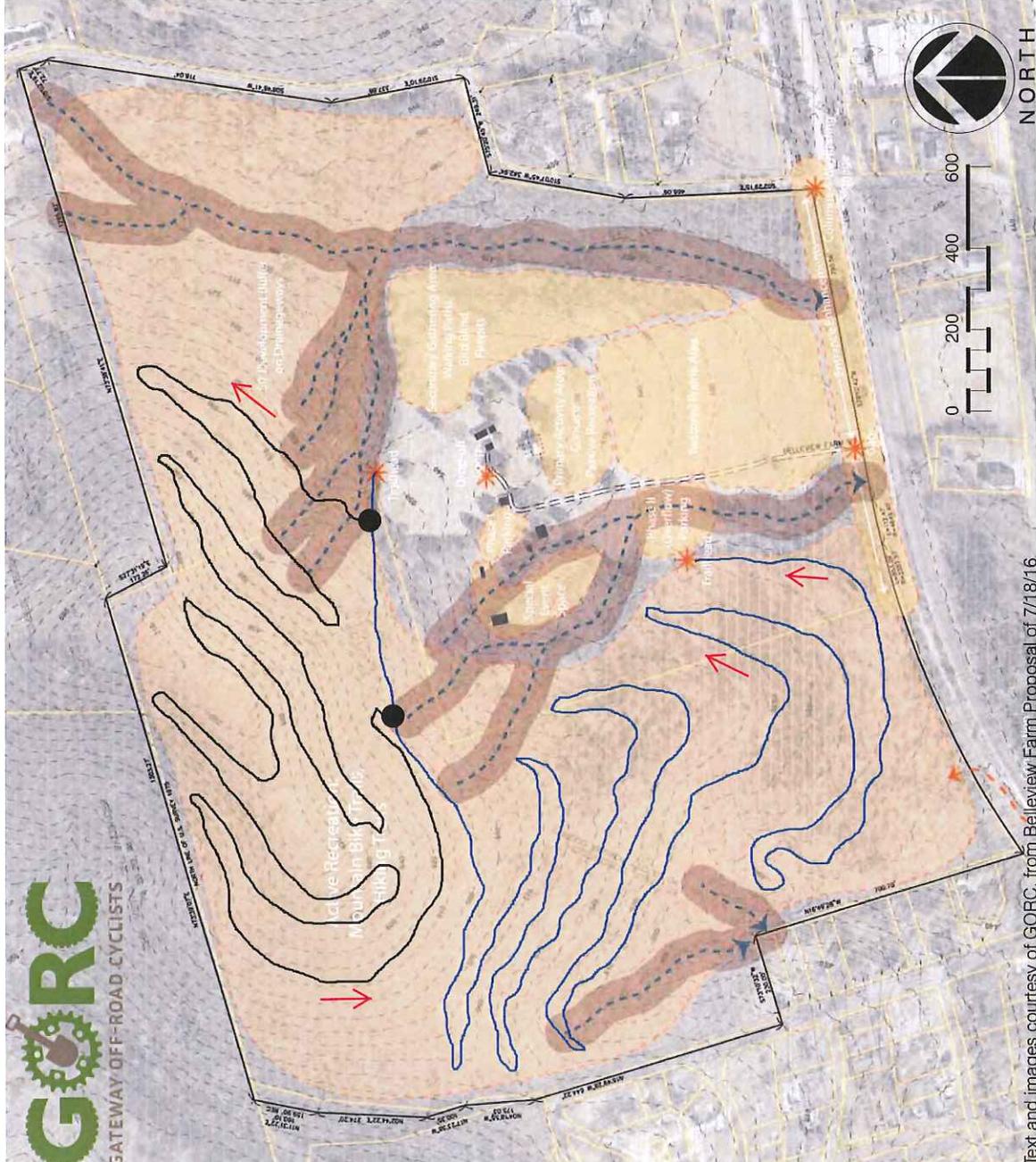
The below is quoted from the International Mountain Biking Association website:
 "As the sport of mountain biking has evolved over the past decades, it has driven the development of a new style of trail with features and concepts that push the limits of traditional singletrack. An increasing number of public land agencies, ski areas and communities now embrace the importance of trails built specifically for mountain bikes—trails that flow.

All trails have a "rhythm," a place where mountain bikers can find their groove. They call it flow. Flow Trails take mountain bikers on a terrain-induced roller coaster experience, with little pedaling and braking necessary. This style of trail typically contains features like banked turns, rolling terrain, various types of jumps, and consistent and predictable surfaces. Conspicuously absent are abrupt corners or unforeseen obstacles. As a rider carves back and forth, and up and down, he or she develops a rhythm and flows down the trail. Flow trails are what you make them: leisurely rides with your kids where beginners can roll over dirt features and bypass technical ones, or an exploration of skills and airtime for fast, talented riders who want to turn the trail into the ultimate playground."

Conclusion:

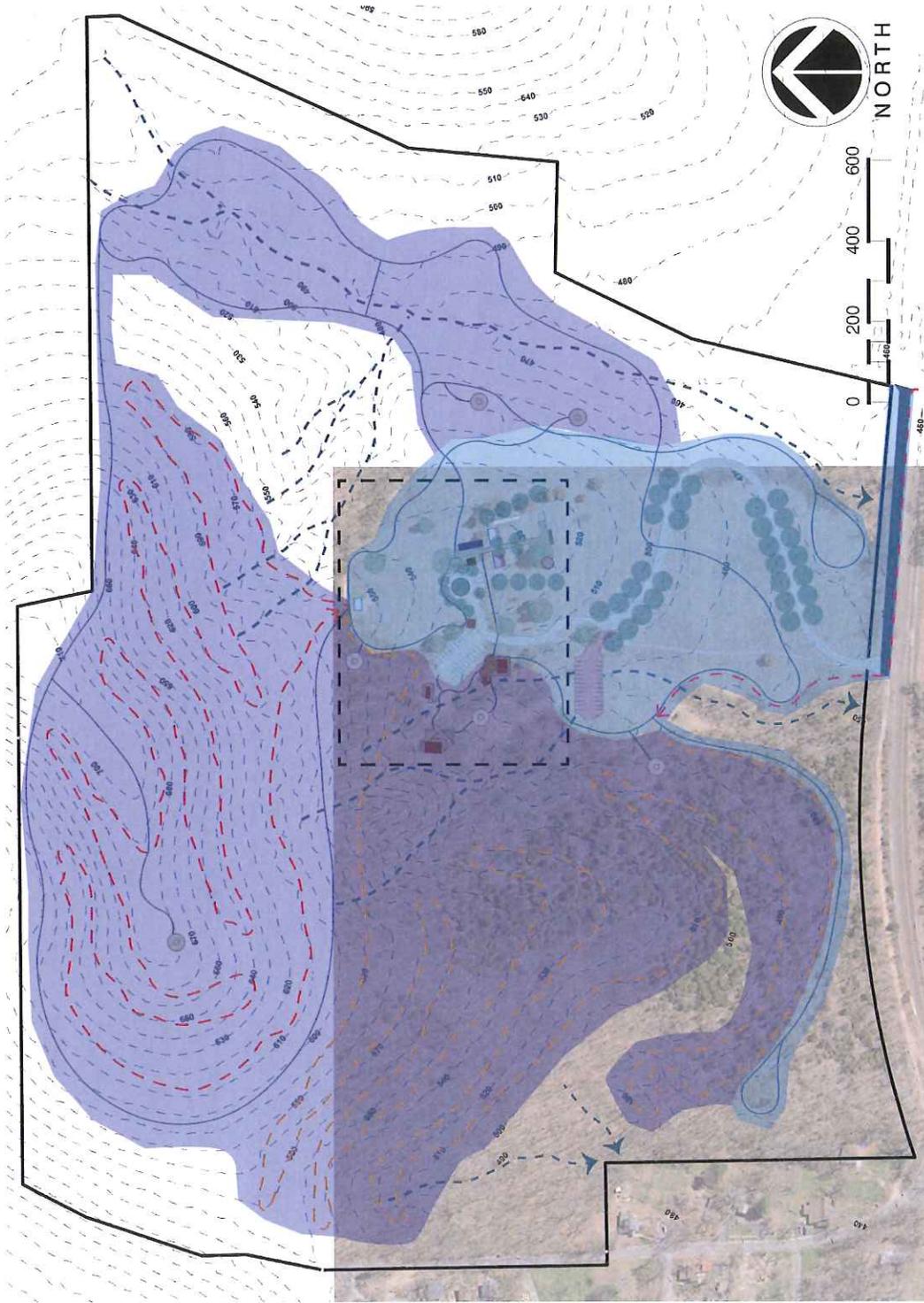
Our goal is to provide a different experience for mountain bikers that can be enjoyed by all skill levels. Attached to this proposal are a few pictures that help describe what a "flow/pump" trail is like. We feel this will fill a missing gap in the wide variety of excellent trails we have to choose from in the St. Louis region. With its targeted audience, it would create a "mecca" for mountain bikers seeking this type of trail that doesn't exist anywhere else in the area. Mountain bikers are travelling to Springfield MO, Peoria IL, and Kansas City or further away to ride these trails. It would be great to keep them close to home and give reasons for people to visit our area.

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Text and images courtesy of GORC, from Belleview Farm Proposal of 7/18/16

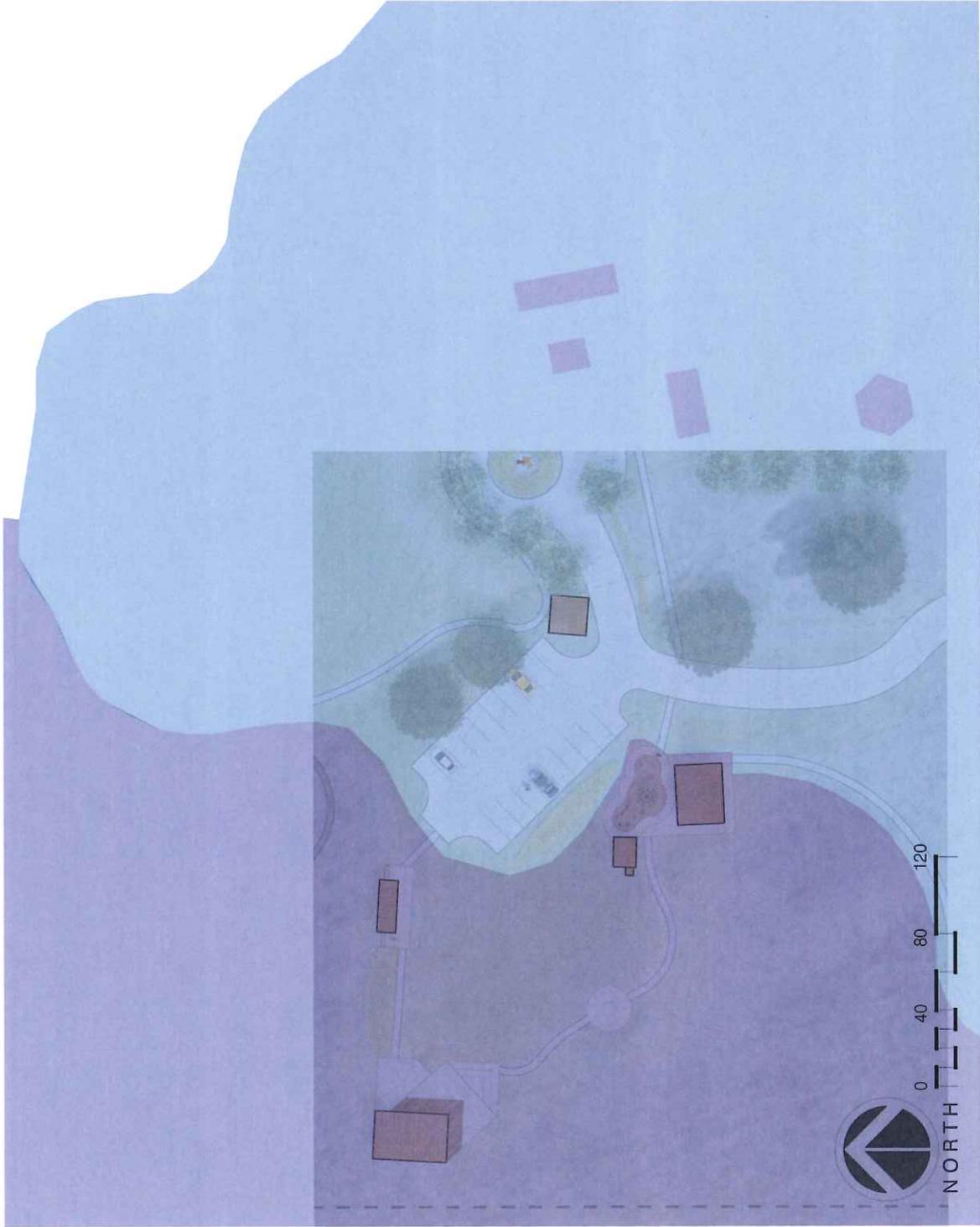
Phasing Master Plan



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Belleview Farm Park

Phasing Detail Plan



Phase I:

- Main Parking Lot
- Drop-Off Loop
- Entry Court
- 1 Central Pavilion
- 1 Sledding Hill Pavilion
- Trailhead at Sledding Hill
- Bocce Court
- Hiking Trails
- Stage
- Seat Walls
- Game Lawn
- Entry Road Improvements
- BMP Plantings

Future Phases:

- Existing Building Modifications
- 1 Central Pavilion
- Star-gazer Overlook Tower
- Wedding Venue @ Barn
- Natural Playground
- Gathering Area at Corn Crib
- Secondary Parking Lot
- Mountain Bike Trails
- Hiking trails
- Firepits

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Conceptual Level
Cost Estimate

Pay Item Description	Unit	Unit Cost	Phase 1		Future Phases		Total
			Quantity	Cost	Quantity	Cost	
General Sitework							
STORMWATER POLLUTION PREVENTION PLAN PROTECTION AND RESTORATION OF SITE	LS	\$ 1,000.00	1	\$ 1,000.00		\$ -	\$ 1,000.00
WASHDOWN STATION	EA	\$ 2,500.00	1	\$ 2,500.00	1	\$ 2,500.00	\$ 5,000.00
CLEARING AND GRUBBING - LIGHT	SF	\$ 0.30	50,000	\$ 15,000.00	20,000	\$ 6,000.00	\$ 21,000.00
BACKFILL	CY	\$ 25.00	200	\$ 5,000.00		\$ -	\$ 5,000.00
EXCAVATION	CY	\$ 20.00	3,526	\$ 70,520.00		\$ -	\$ 70,520.00
GRADING	CY	\$ 15.00	2,666	\$ 39,990.00		\$ -	\$ 39,990.00
UTILITY MODIFICATIONS / EXTENSIONS	LS	\$ 100,000.00	1	\$ 100,000.00		\$ -	\$ 100,000.00
LIGHTING	LS	\$ 50,000.00	1	\$ 50,000.00		\$ -	\$ 50,000.00
M&D STORMWATER BMP'S	LS	\$ 50,000.00	1	\$ 50,000.00		\$ -	\$ 50,000.00
SUB-TOTAL				\$ 336,510.00		\$ 11,000.00	\$ 347,510.00
Seat Walls							
CAST-IN-PLACE CONCRETE WALL	SPW	\$ 100.00	1,567	\$ 156,700.00	200	\$ 20,000.00	\$ 176,700.00
STONE VENEER	SPW	\$ 40.00	1,567	\$ 62,680.00	200	\$ 8,000.00	\$ 70,680.00
SEAT WALL CAP	LF	\$ 50.00	479	\$ 23,950.00	60	\$ 3,000.00	\$ 26,950.00
SUB-TOTAL				\$ 243,330.00		\$ 31,000.00	\$ 274,330.00
Roads and Paths							
AGGREGATE BASE COURSE - 4" (PLACED / COMPACTED)	SY	\$ 5.50	5,385	\$ 29,617.50	5,000	\$ 27,500.00	\$ 57,117.50
CRUSHED STONE TRAILS - 2" (PLACED / COMPACTED)	SY	\$ 7.50	2,300	\$ 17,250.00		\$ -	\$ 17,250.00
ASPHALT PAVEMENT 2" SURFACE OVER 3" BASE	SF	\$ 5.50	18,750	\$ 103,125.00	41,000	\$ 225,500.00	\$ 328,625.00
CONCRETE SIDEWALK	SF	\$ 6.50	8,800	\$ 57,200.00	3,000	\$ 19,500.00	\$ 76,700.00
CONCRETE PAVERS	SF	\$ 12.50	7,700	\$ 96,250.00	3,000	\$ 37,500.00	\$ 133,750.00
PERMEABLE PAVERS	SF	\$ 15.00	8,100	\$ 121,500.00	8,900	\$ 133,500.00	\$ 255,000.00
PARKING LOT STRIPING	LF	\$ 2.00	520	\$ 1,040.00	480	\$ 960.00	\$ 2,000.00
SUB-TOTAL				\$ 425,982.50		\$ 444,460.00	\$ 870,442.50
Structures							
SHADE STRUCTURE	LS	\$ 70,000.00	1	\$ 70,000.00	1	\$ 70,000.00	\$ 140,000.00
CUSTOM PERGOLA TYPE STRUCTURE	LS	\$ 130,000.00	1	\$ 130,000.00	1	\$ 130,000.00	\$ 260,000.00
WOODEN PLATFORM DECK (APPROX. 2'HIGH)	LS	\$ 10,000.00	1	\$ 10,000.00		\$ -	\$ 10,000.00
NEW PAVILION @ TRAILHEAD & SLEDDING HILL	EA	\$ 52,500.00	1	\$ 52,500.00		\$ -	\$ 52,500.00
STAR-GAZING TOWER	LS	\$ 250,000.00	1	\$ -	1	\$ 250,000.00	\$ 250,000.00
EXISTING BUILDING MODIFICATIONS	LS	\$ 250,000.00		\$ -	1	\$ 250,000.00	\$ 250,000.00
WEDDING VENUE AT BARN	LS	\$ 450,000.00		\$ -	1	\$ 450,000.00	\$ 450,000.00
SUB-TOTAL				\$ 262,500.00		\$ 1,150,000.00	\$ 1,412,500.00
Fencing							
MANUAL ORNAMENTAL GATE	EA	\$ 4,000.00	2	\$ 8,000.00		\$ -	\$ 8,000.00
ORNAMENTAL FENCING	LF	\$ 95.00	600	\$ 57,000.00		\$ -	\$ 57,000.00
CHAIN LINK FENCING	LF	\$ 25.00	1,800	\$ 45,000.00		\$ -	\$ 45,000.00
SUB-TOTAL				\$ 110,000.00		\$ -	\$ 110,000.00

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Conceptual Level
Cost Estimate

Landscaping	CY	\$	50.00	200	\$	10,000.00	200	\$	10,000.00	20,000.00
PLANTING SOIL	CY	\$	50.00	200	\$	10,000.00	200	\$	10,000.00	20,000.00
SOIL PREP	SY	\$	0.75	1,500	\$	1,125.00	1,500	\$	1,125.00	2,250.00
LAWN SOD	SF	\$	1.00	36,000	\$	36,000.00	10,000	\$	10,000.00	46,000.00
NATIVE SEED MIX	SY	\$	3.00	10,000	\$	30,000.00	37,000	\$	111,000.00	141,000.00
TREES	EA	\$	350.00	25	\$	8,750.00	25	\$	8,750.00	17,500.00
SHRUBS (3 GALLONS)	EA	\$	60.00	80	\$	4,800.00	40	\$	2,400.00	7,200.00
PERENNIALS (1 QUART)	EA	\$	12.50	1,000	\$	12,500.00	1,000	\$	12,500.00	25,000.00
MULCH	CY	\$	55.00	50	\$	2,750.00	50	\$	2,750.00	5,500.00
SUB-TOTAL						105,925.00			158,525.00	264,450.00
Playground										
NATURAL PLAYGROUND EQUIPMENT	LS	\$	50,000.00		\$		1	\$	50,000.00	50,000.00
SAFETY SURFACE BASE	LS	\$	10,000.00		\$		1	\$	10,000.00	10,000.00
WOOD FIBER MULCH SAFETY SURFACE	SF	\$	15.00		\$		700	\$	10,500.00	10,500.00
STONE BUILDING ENHANCEMENTS	LS	\$	185,000.00		\$		1	\$	185,000.00	185,000.00
SUB-TOTAL									255,500.00	255,500.00
Site Amenities										
ENTRANCE ENHANCEMENTS	EA	\$	10,000.00		\$	10,000.00	1	\$		10,000.00
DRINKING FOUNTAIN	EA	\$	12,000.00		\$	12,000.00	1	\$		12,000.00
FIRE PITS	EA	\$	5,000.00		\$		6	\$	30,000.00	30,000.00
TRASH RECEPTACLES	EA	\$	2,000.00		\$	12,000.00	6	\$	4,000.00	16,000.00
WHEEL STOPS	EA	\$	45.00		\$	990.00	26	\$	1,170.00	2,160.00
TEMPORARY RESTROOMS	LS	\$	10,000.00		\$	10,000.00	1	\$		10,000.00
PERMANENT RESTROOMS	LS	\$	100,000.00		\$		1	\$	100,000.00	100,000.00
GEO TREK POSTS	EA	\$	2,500.00		\$			\$		
BIRD BLINDS	EA	\$	1,500.00		\$		5	\$	7,500.00	7,500.00
SIGNAGE ALLOWANCE	EA	\$	10,000.00		\$	10,000.00	1	\$	10,000.00	20,000.00
SUB-TOTAL						54,990.00			152,670.00	207,660.00
Bocce Court										
6" X 18" CONCRETE CURB	LF	\$	35.00		\$	6,440.00	184	\$		6,440.00
3" GRAVEL BASE	SY	\$	5.50		\$	583.00	106	\$		583.00
WEED BARRIER	SF	\$	1.00		\$	960.00	960	\$		960.00
3/4" MINUS ROCK (3" THICK)	SY	\$	8.00		\$	848.00	106	\$		848.00
1" CLEAN CRUSHED ROCK (2" THICK)	SY	\$	10.00		\$	1,060.00	106	\$		1,060.00
4" PERFORATED UNDERDRAIN SYSTEM	LF	\$	10.00		\$	1,500.00	150	\$		1,500.00
SUB-TOTAL						4,368.00			4,368.00	4,368.00
Phases 1 Subtotal						1,548,605.50			2,203,155.00	3,746,760.50
Future Subtotal										
CONCEPTUAL CONSTRUCTION COST										
Phase 1 Subtotal						1,544,000			2,203,000	3,747,000
2%	Traffic Control	\$	31,000		\$	44,000		\$	44,000	75,000
6%	Mobilization	\$	93,000		\$	132,000		\$	132,000	225,000
1.5%	Surveying	\$	23,000		\$	33,000		\$	33,000	56,000
20%	Contingency	\$	309,000		\$	441,000		\$	441,000	749,000
Phase 1	Subtotal	\$	2,000,000		\$	2,853,000		\$	4,852,000	8,152,000



P16AS00485
National Park Service FY 2016 African American Civil Rights Grant Program
Department of the Interior
National Park Service

GENERAL INFORMATION

Document Type: Grants Notice
Funding Opportunity Number: P16AS00485
Funding Opportunity Title: National Park Service FY 2016 African American Civil Rights Grant Program
Opportunity Category: Discretionary
Opportunity Category Explanation:
Funding Instrument Type: Grant
Category of Funding Activity: Other (see text field entitled "Explanation of Other Category of Funding Activity" for clarification)
Category Explanation: Cultural Heritage and Historic Preservation
Expected Number of Awards: 55
CFDA Number(s): 15.904 -- Historic Preservation Fund Grants-In-Aid
Cost Sharing or Matching Requirement: No

Version: Synopsis 4
Posted Date: Aug 17, 2016
Last Updated Date: Aug 26, 2016
Original Closing Date for Applications: Oct 14, 2016
Current Closing Date for Applications: Oct 14, 2016
Archive Date: Nov 16, 2016
Estimated Total Program Funding: \$7,750,000
Award Ceiling: \$500,000
Award Floor: \$15,000

ELIGIBILITY

Eligible Applicants: Others (see text field entitled "Additional Information on Eligibility" for clarification)
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
City or township governments
County governments
Native American tribal governments (Federally recognized)
State governments
Additional Information on Eligibility: Certified Local Governments (CLGs)

ADDITIONAL INFORMATION

Agency Name: National Park Service

Description: The National Park Service(NPS) FY 2016 African American Civil Rights Grant Program (Civil Rights Grants) will document, interpret, and preserve the sites and stories related to the African American struggle to gain equal rights as citizens in the 20th Century. Grants will fund a broad range of planning, development, and research projects for historic sites including: survey, inventory, documentation, interpretation, education, architectural services, historic structure reports, planning, and bricks and mortar repair.

Link to Additional Information: [Program Grant Webpage](#)

Grantor Contact Information: If you have difficulty accessing the full announcement electronically, please contact:

Megan Brown 202 354 2020 preservation_grants_info@nps.gov

Email for Grant Information



National Park Service FY 2016 African American Civil Rights Grant Program

The National Park Service's (NPS) FY 2016 African American Civil Rights Grant Program (Civil Rights Grants) will document, interpret, and preserve the sites and stories related to the African American struggle to gain equal rights as citizens in the 20th Century. The NPS' 2008 report, [*Civil Rights in America, A Framework for Identifying Significant Sites*](#) will serve as the foundation reference document for the grant program and for grant applicants to use in determining the appropriateness of proposed projects and properties. Parts 3 through 6 (pages 10-24) describe the appropriate time periods and events that are the focus of this grant funding.

The Civil Rights Grant awards are funded by the Historic Preservation Fund (HPF), and administered by the NPS. This competitive grant program provides grants to states, tribes, local governments (including Certified Local Governments), and nonprofits. Non-federal matching share is not required, but preference will be given to applications that show community commitment through non-federal match and partnership collaboration. Grants will fund a broad range of planning, development, and research projects for historic sites including: survey, inventory, documentation, interpretation, education, architectural services, historic structure reports, preservation plans, and bricks and mortar repair.

This application guidance provides information on:

[HOW TO APPLY](#)

[WHO IS ELIGIBLE](#)

[WHAT PROJECTS ARE FUNDED](#)

[Pre-Development/Development Work](#)

[Requirements Specific to Development](#)

[History Projects](#)

[Survey & Inventory](#)

[Research & Documentation](#)

[Interpretation & Education](#)

[WHAT IS NOT FUNDED](#)

[REQUIREMENTS](#)

[CRITERIA](#)

[EVALUATION AND SELECTION PROCESS](#)

If you have questions about the application, please contact NPS at preservation_grants_info@nps.gov or 202-354-2020. If you have trouble with the Grants.gov system, please contact them directly.

HOW TO APPLY

Application packages **must** be submitted using Grants.gov (www.Grants.gov). Search in Grants.gov for Funding Opportunity #P16AS00485, under Catalogue of Federal Domestic Assistance (CFDA) number 15.904 or African American Civil Rights Grants. Awards are issued under Public Law 114-113. \$7,750,000 is available for FY 2016 Civil Rights Grants.

Deadline for submittal through Grants.gov is 11:59pm EST Friday, October 14, 2016. If the project is funded, applicants should expect to be able to begin work no sooner than **January 2017**. Please take this into consideration when creating a project timeline. Proposed projects should be completed within two to three years.

Detailed instructions for the application process are included below. For assistance with Grants.gov registration and/or technical issues, please contact their help desk at 1-800-513-4726. A paper copy of the application may be requested via preservation_grants_info@nps.gov or 202-354-2020.

Before you can apply:

- Ensure that Adobe Acrobat Reader is installed and updated on your computer so that you can register on all required federal sites.
- Ensure that your Sam.gov (System for Award Management) registration is complete and/or up-to-date.
- Ensure that your registration with Grants.gov is complete and current.
- Registration on these sites can take 2-3 weeks, so please allow time.

A complete application consists of:

- **SF-424 Application for Federal Assistance** (required)
- **SF-424A Non-Construction Budget** (required)
- **SF-424B Non-Construction Assurances** (required)
- **SF-424C Budget for Construction** (if applicable – development projects)
- **SF-424D Construction Assurances** (if applicable – development projects)
- **Project Description** (required)
- **Budget Justification Form** (required)
- **National Register Eligibility Form** or equivalent form (if applicable)
- **Indirect Cost Rate Agreement** Copy of current agreement or memo indicating use of 10% de minimus rate. (if applicable)
- **Project Images Form** Photographs of the community and the historic site, museum property, downtown, or significant resource involved in the project. (if applicable – development projects)
- **Public-private partnership agreement or letter** (if applicable)

Letters should demonstrate a commitment of resources to the project, either through cash funding, in-kind support, public participation or continued involvement during and after the project is complete. Only letters from partners directly involved in the project will be considered. Letters of support from partners must be included as part of the grant application package and will not be considered if sent separately. They should be addressed to Chief, State, Tribal, Local Plans and Grants Division, NPS.

- **Letter of permission from Owner** (if applicable)
- **Proof of Nonprofit Status** (if applicable)

All SF-424 series application forms are included as interactive forms on the Grants.gov application website. Attach all other components to the “Attachments Form” in Grants.gov. Applications not received by the deadline and incomplete applications will not be considered.

All application materials, including photographs, 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. Additional materials not specifically requested by NPS, and materials sent separately from the application, will be discarded.

WHO IS ELIGIBLE

- States and Territories.
- Federally-recognized Tribes, Alaska Natives and Native Hawaiian organizations.
- Local Governments (including Certified Local Governments).
- Non-profit Organizations, including non-profit Historically Black Colleges and Universities (HBCUs); note that other HBCUs need to apply in partnership with an eligible recipient.

WHAT PROJECTS ARE FUNDED

PRE-DEVELOPMENT AND DEVELOPMENT PROJECTS

The physical preservation of a property is often the most significant way to connect the public with its past and its cultural heritage. Applicants may apply for pre-development work alone or as a part of a larger development project. Properties include historic districts, buildings, sites, structures, and objects.

- Development project grant applications must range from \$75,000 to \$500,000 in federal share, of which up to 10% may go toward pre-development costs such as architectural or engineering services.
- Grant applications that are limited to solely pre-development work must range from \$15,000 - \$50,000.
- Eligible costs include pre-development studies, architectural plans and specifications, historic structure reports, and the repair and rehabilitation of historic properties.

Property Types Eligible for Pre-Development/ Development

Projects that involve properties associated with the African American civil rights movement in the 20th Century must meet one of the following criteria and complete the eligibility form:

- **Listed for association with African American Civil Rights:** Sites listed in the National Register of Historic Places (NRHP) at the national, state, or local level of significance or designated as National Historic Landmarks for their association with African American civil rights in the 20th Century. This includes contributing resources inside the boundaries of listed historic districts.
- **Listed for other significance:** Sites listed in the National Register of Historic Places (NRHP) at the national, state, or local level of significance or designated as National Historic Landmarks, but not for association with African American civil rights in the 20th Century. The civil rights association has not been formally documented but has been evaluated as significant. This includes contributing resources within listed historic districts. Applicants in this category must include either an update to the existing nomination or the preparation of a nomination as part of their project. Applicants in this category must include an update to the existing nomination as part of the project.

- **Eligible for Listing:** Sites identified as potentially eligible for listing in the National Register of Historic Places (NRHP) at the national, state, or local level of significance for their association with African American civil rights in the 20th Century. Applicants in this category must include the preparation of a nomination as part of their project.
- Historic sites associated with active religious organizations (churches) are eligible to apply.

Preservation, Rehabilitation and Restoration

All work under this category must be carried out in compliance with the [*Secretary of Interior's Standards for the Treatments of Historic Properties*](#) and the [*Secretary of Interior's Archeological Documentation Standards*](#). The *Standards* are the Secretary's best guidance for maintaining, repairing and replacing historic materials, as well as making alterations to historic properties. The *Treatment Standards* offer four distinct approaches to the treatment of historic properties – preservation, rehabilitation, restoration, and reconstruction. Grant funds may be used for all approaches **except reconstruction**.

- **Preservation** focuses on the maintenance, repair and replacement of existing historic materials and retention of the property's form as it has evolved over time.
- **Rehabilitation** acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.
- **Restoration** aims to depict the form, features and character of a property as it appeared at a particular period of time by removing features from other periods in its history and reconstructing missing features from the restoration period.

Pre-Development Projects

Pre-Development projects must produce the necessary study and documentation that will lead to the future preservation of historic properties. This category includes activities such as building condition assessments, plans and specifications for building repair, stabilization of an archeological site, and historic structure reports.

Examples of Pre-development projects:

- A feasibility and adaptive use plan to use a historic building for place-based education on the civil rights event that occurred there, or as a place of healing for the community.
- A phased prioritization document that identifies site specific areas for future preservation and promotion.
- Development of a historic structures report for a building that addresses current conditions, accessibility issues, and other code related compliance.

Development Projects

Development projects involve the bricks and mortar preservation of a property/site.

Examples of Development projects:

- Repair of damaged or deteriorated roofing, windows, and exterior siding to secure the building envelope.
- Structural reinforcement to an existing structure, such as bracing of a bridge associated with a significant civil rights march.
- Restoration of historic building to the significant civil rights period at a pivotal educational campus.

REQUIREMENTS SPECIFIC TO DEVELOPMENT

Documentation of Eligibility

All grant proposals involving pre-development and development projects must include a completed National Register Eligibility Assessment Form. To qualify, the property must be associated with the themes of the African American civil rights movement in the 20th Century as outlined in [Civil Rights in America, A Framework for Identifying Significant Sites](#).

Preservation Covenant

Projects funded through the Historic Preservation Fund (HPF) require a preservation covenant be placed on the property for a specified amount of time based on the amount of federal funding involved in the project (see chart below).

<u>Federal Assistance Amount</u>	<u>Time Requirement</u>
\$50,001 – \$100,000	15-year minimum covenant
\$100,001 and above	20-year minimum covenant

Covenants must be registered with the deed and contain language legally protecting the property from unsympathetic changes or neglectful deterioration for the term of the covenant. In the event the property is sold, the requirements of the covenant pass to the new owner. The covenant must cover all interior and exterior portions of property located within the boundaries of the National Register nomination or draft nomination, or boundaries of the tax parcel as deemed appropriate by NPS.

Covenants are typically held by the State Historic Preservation Office in which the property is located, or by a local, state or national non-profit approved by NPS. Some organizations may require stricter requirements in the covenants they hold, such as the covenant being held in perpetuity, rather than for specific period of time. If the required covenant is not executed by the expiration of the grant agreement, the awarded federal funds must be returned to the National Park Service.

Section 106 and NEPA Compliance Requirements

Pre-development and development projects require NPS review of all plans and specifications of proposed work for compliance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties and Archaeology*, with Section 106 of the National Historic Preservation Act (NHPA), and the National Environmental Policy Act (NEPA) prior to any work commencing.

- Section 106 of the National Historic Preservation Act (NHPA) requires federal agencies to consider the effects of federal impact on historic properties. Section 106 requires that NPS, as the federal agency responsible for the funding, review all proposed work to ensure that it will have “no adverse effect” on the historic property.
- Similarly, NEPA requires that federal agencies review all federally-funded work for potential environmental adverse effects.
- Applicants should allow no less than 3 months in their project timeline for NPS to complete the reviews described above. However, if potential adverse issues are identified, the review process could take longer.

HISTORY PROJECTS

- History grant projects must range from \$15,000 to \$50,000.
- Eligible costs include survey, planning, and documentation of historic sites/events, as well as the creation of interpretive and educational materials around significant sites (including oral histories).
- Projects must be associated with the African American civil rights movement of the 20th century.

Successful applications will emphasize innovative strategies, and creative projects with measurable results, and include cross-generational engagement that promote and preserve the community's civil rights resources. Projects should involve public-private partnerships and serve as models to communities nationwide. Your project must fit one of the categories listed below. If a project overlaps more than one category, select the dominant category.

1. Survey and Planning
2. Research and Documentation
3. Interpretation and Education

1. Survey of and Planning for Significant Places

A first step toward protecting and preserving significant historic places is to locate and identify them through a systematic and comprehensive survey. Eligible projects in this category would include a survey to identify historic resources and archeological sites and to evaluate properties for their eligibility for listing in the National Register of Historic Places, or resurvey of areas with a focus on civil rights. Planning for the preservation for identified sites for the future is also important and eligible.

Surveys must follow the [*Secretary of the Interior's Standards and Guidelines for Identification*](#) and be compatible with their State Historic Preservation Office's inventory. Planning projects should follow the [*Secretary of the Interior's Standards for Preservation Planning*](#).

Examples:

- Conduct a community-wide survey to locate and document peaceful protest sites relating to the civil rights movement.
- Create a preservation plan with public input to address steps to preserve, educate, and promote civil rights sites across the state.

2. Research and Documentation

Undertaking the research of a community's civil rights history and documentation of its cultural resources is essential to understanding the significance and public value of such resources. Projects in this category include National Register nominations, community and oral histories, or the physical documentation of resources through drawings and photographs (such as those produced through the NPS Documentation programs).

Documentation is a detailed record, in the form of a document or other means, of the historical context(s) and significance of a property. Historical research to create documentation uses archival materials, oral history techniques, ethnohistories, prior research contained in secondary sources, and other sources to make a detailed record of previously identified values or to investigate particular questions about the established significance of a

property or properties. Investigative techniques may be employed to record associative, architectural, cultural, or informational values of properties, sites, events. **All projects should have an identified audience, a clear plan for outreach and dissemination, and be related to an overall plan for how the research and documentation will be used either as part of this project or in the future.**

National Register or National Historic Landmark Nominations - Prepare a new National Register or National Historic Landmark nomination for a significant property associated with the civil rights movement, or update existing nominations to address significant civil rights themes and events that might not have been included in the original documentation. National Historic Landmarks (NHL) must be determined to be nationally significant and require a lengthy review process, thus it is recommended to contact the [National Historic Landmark office](#) prior to submitting an application for an NHL. Refer to [National Register nomination guidance](#) or the [National Historic Landmark guidance](#), as needed prior to completing your application.

Community and Oral History projects promoting cultural preservation

Oral history refers both to a method of recording and preserving oral testimony and to the product of that process. It is distinguished from other forms of interviews by its content and extent, seeking an in-depth account of personal experience and reflections. The content of oral history interviews is grounded in reflections on the past as opposed to commentary on purely contemporary events. Oral history interviews are historical documents that are preserved and made accessible to future researchers and members of the public. This preservation and access may take a variety of forms, reflecting changes in technology. But, in choosing a repository or form, oral historians consider how best to preserve the original recording and any transcripts made of it and to protect the accessibility and usability of the interview. The plan for preservation and access, including dissemination of the documentation should be presented in the application. The [Oral History Association](#) (OHA) sets professional standards for oral history practitioners in the United States. Its website has a wealth of information about conducting oral history projects. The OHA's [General Principles of Oral History and Best Practices for Oral History](#) (2009) is a description of oral history methods and what to do before, during, and after an interview. Oral histories associated with a particular location or specific event are preferred for this grant opportunity.

HABS/HAER/HALS Documentation - The [NPS Heritage Documentation Program](#) administers the Historic American Buildings Survey (HABS), the federal government's oldest preservation program, and its companion programs: the Historic American Engineering Record (HAER) and Historic American Landscapes Survey (HALS). Documentation produced through the programs constitutes the nation's largest archive of historic architectural, engineering, and landscape documentation. The HABS/HAER/HALS Collection is housed at the Library of Congress.

Examples:

- Develop a community and oral history, using a process that involves public input and participation, making residents aware of the special places in their community by making it available online.
- Conduct a Historic American Engineering Study of a bridge associated with a significant protest march and add that documentation to the Library of Congress collection.
- Prepare new National Register nominations for significant properties associated with influential local civil rights leaders in the State, or update existing National Register nominations that need additional

documentation or expanded boundaries to include significant civil rights resources that were omitted previously.

3. Interpretation and Education

Authentic interpretation connecting the people, places, and context that shaped the civil rights movement can occur in traditional settings such as museums, but interpretation is also an important part of place-based learning. It can be presented through digital technology, heritage trail guides, visitor exhibits, living history programs, or plans for a community's historic resources. When choosing a medium for interpretation, such as print, web based, film, or audiovisual media, it is important to consider the lifespan of the product, the audience, and its reach. All products should have an identified audience, a clear plan for outreach and dissemination, and be related to an overall plan for interpretation and education.

For more information see the National Register Bulletin, [Telling the Stories: Planning Effective Interpretative Programs for Properties Listed in the National Register of Historic Places](#) and the [Foundations of Interpretation Curriculum Content Narrative](#).

This category also includes projects that support heritage education through curriculum development, after-school programs, and continuing adult or senior education using local heritage assets. For more information on lesson plans based upon historic properties see the [National Park Service's Teaching with Historic Places](#).

Examples:

- Create a program with educational activities and curriculums focusing on historic events and themes related to a local civil Rights event to become part of the curriculum of your elementary school.
- Develop a web-based guide to historic resources documenting and interpreting civil rights resources enlisting youth in the community to assist with research and creation.
- Provide the necessary research for the preparation of a museum exhibit featuring a significant state archival collection to show the impact of the 20th century civil rights movement on the state.
- Create interpretive markers at significant sites of the civil rights movement that have not yet received recognition, identifying a theme or particular civil rights event through appropriate educational materials to reach out to local schools and visiting tourists and residents.

WHAT IS NOT FUNDED

- Construction of new buildings.
- Acquisition of collections or historic sites.
- Conservation of collections, except as part of gathering oral history documentation.
- 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 to historic properties that have been moved and are no longer eligible for listing in the NRHP.
- Cash reserves, endowments, or revolving funds.
- Fund-raising costs.
- Work performed prior to announcement of award.
- Lobbying or advocacy activities.
- Costs for work already funded through other federal programs such as the Federal Historic Preservation Tax Incentives program.

REQUIREMENTS

- Non-federal matching share is not required for the Civil Rights Grant program but may be considered as part of the evaluation process. Non-federal match may be in the form of cash or donated time, services, or materials, but must be expended during the grant period. Match is considered part of the grant funding and is subject to all of the same requirements as the federal funds.
- Grant projects should be completed in 2 to 3 years.
- Personnel time and/or materials must be directly related to the grant project in order to be eligible costs charged to the grant award.
- Administrative costs, both direct and indirect, may not exceed 25% of the total project cost of both the federal grant award and any non-federal match per the National Historic Preservation Act.
- If your budget includes indirect costs, then you must include a copy of your federally-approved Indirect Cost Rate Agreement or a letter indicating that you have never negotiated a rate and have chosen the 10% de minimis rate as specified in [2 CFR 200, Uniform Administrative Requirements and Cost Principles for Federal Awards](#), 2 CFR 200 Section 200.414 and 2 CFR Part 200, Appendix III through VII as applicable.
- Competitive selection of all consultants and contracting is required as stipulated in [2 CFR 200, Uniform Administrative Requirements and Cost Principles for Federal Awards](#).
- Maximum hourly wages charged to this grant for personnel and consultants may not exceed 120% of the salary of a Federal Civil Service GS-15, Step 10. Current salary tables can be found on the Office of Personnel Management website: <https://www.opm.gov>.
- Budgeted travel costs must adhere to the federal mileage and per diem travel limits found at www.gsa.gov.
- Work must be conducted, supervised, reviewed, or verified by a person(s) from the appropriate discipline who meets the [Secretary of Interior's Professional Qualification Standards](#).
- If the applicant is not the owner of the property, they must include a letter or agreement from the owner granting the applicant permission to undertake the proposed work or project and stating that the owner will agree to place the required preservation covenant on the property during the course of the grant.

References for Requirement Guidance

- [*Secretary of the Interior's Standards for the Treatment of Historic Properties*](#)
- [*Secretary of the Interior's Archeological Documentation Standards*](#)
- [NPS Technical Preservation Briefs](#) – recommended methods and approaches for rehabilitating historic buildings.
- [Citizen's Guide to Section 106 review](#)
- [NEPA review process](#)
- Contact your [State Historic Preservation Office](#)
- [2 CFR 200](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

EVALUATION CRITERIA

Project descriptions must address, and applications will be rated on, each of the criteria listed below. NPS will evaluate and consider only complete applications that separately address each of the four criteria. You are required to provide a detailed narrative of these elements using the project information form.

1. Significance

Describe the historic resource(s) in the proposed project that played a role in the African American civil rights movement in the 20th Century. Describe the community and the historic resources affected by this project including its significance, whether listed in the National Register of Historic Places and/or designated at the state, tribal, or local level, and the story that its continued preservation tells. Preference may be given to sites listed in the National Register of Historic Places or designated as National Historic Landmarks. (25 points)

2. Need/Urgency/Threat

Describe how the proposed work will enhance the recognition, understanding, and preservation of resources association with the African American civil rights movement in the 20th Century. Describe the need, urgency, and threat the project addresses and how the activities are necessary to achieve the project objectives. Tell how the proposed project will help preserve the resources and cultural assets associated with communities that are currently underrepresented in the stories of your jurisdiction. (25 points)

3. Feasibility

Demonstrate how you will successfully complete the project within the given timeframe (2 to 3 years) and resources while meeting all federal requirements and guidelines. List and describe all tasks and their results. Provide a detailed timeline for the work and budget justification, using the form provided, for all project costs to show why costs are necessary, reasonable, and allowable. Describe who will be involved in carrying out the project and their qualifications.

Projects will be evaluated to determine if the project is feasible, if the costs are eligible, and if the project is the next logical step toward the resource(s) preservation. Partnerships, matching funds and other forms of community support, though not required, will be considered. (25 points)

4. Sustainability

Describe how the public will be actively involved, and how the project meets the goals of relevant state, tribal, or local historic preservation plans. The specific goal(s) and plan(s) should be identified. Describe the impacts of the project after completion, including long lasting effects.

Describe the public-private partnerships and community engagement involved in the project and how these partnerships will sustain and continue to support the resource(s) after the grant project is complete. Extra consideration may be given to projects with cross-generational involvement, educational results, or those with maintenance plans for historic resources. (25 points)

EVALUATION & SELECTION PROCESS

Complete applications will be evaluated using the described criteria. Reviewers' evaluations are based **solely** on the material provided in the application. **Additional materials not specifically required by the application, and materials sent separately from the application, will not be considered.**

African American Civil Rights Grant applications will be downloaded from Grants.gov to the NPS for review, evaluation, and selection of projects. Grant applications will undergo initial eligibility evaluation and internal review by NPS staff. The NPS will convene a panel of subject matter experts from federal agencies to rank applications and make funding recommendations to the Secretary of the Interior. The Secretary will make a final decision about grant awards, may consider the merit review recommendation, program policy factors (including past performance) and the amount of funds available. Announcement of selected grants is expected by the end of the 2016 calendar year.

NPS personnel, and in some cases, other Federal reviewers, will review all the 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.

Merit Review of Application

Each criteria element will be scored on the following scale based on a total possible score of 100:

Description				
Criteria	Criteria	Criteria	Criteria	
1	2	3	4	
25	25	25	25	Superior
20	20	20	20	Good
14	14	14	14	Satisfactory
10	10	10	10	Marginal
6	6	6	6	Poor
0	0	0	0	Not Acceptable

The scoring of each criterion is based on the strengths and weaknesses of the application narrative. 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.

Discussions and Award

NPS 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 recipient is capable of complying with the requirements of DOI Financial Assistance Regulations and/or (3) special terms and conditions are required. Failure to resolve satisfactorily the issues identified by the Government will preclude award to the applicant.

The final award agreement will identify the amount of funding provided by NPS, any cost share provided by the Recipient, a detailed Statement of Work (SOW) for the project, a project plan and detailed project budget. The project budget shall include detailed information on all cost categories, and must clearly identify all project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors/sub-recipients. Additionally, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included. Cost categories can include but are not limited those costs items included on the SF424A and SF424C.

Evaluation of Recipient Risk

In accordance with 2 C.F.R. § 200.205, applications selected for funding will be subject to a pre-award risk assessment which may include a review of information contained within the applicant’s proposal, past audits, Federal Awardee performance and Integrity Information System (FAPIS), and/or past performance on previous federal financial assistance awards. Negative information that leads to a recipient 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.

Prior to making a federal award, any information about the applicant that is designated integrity and performance (currently FAPIS) will be reviewed and considered (see 41 U.S.C. § 2313). Applicants may review and comment about any information about itself in FAPIS. The federal awarding agency will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgement about the applicant’s integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 2C.F. R. § 200.205.

Administrative and National Policy Requirements

Recipients of Financial Assistance from the National Park Service

Complete the mandatory forms and any applicable optional forms, in accordance with the instructions on the forms and the additional instructions below, as required by this Funding Opportunity Announcement. Do not include any proprietary or personally identifiable information. Agreements are not effective until fully executed with signature from the NPS Awarding Officer.

Applicants subject to EO 12372 must contact their State's Single Point of Contact (SPOC) to find out about and comply with the State's process. The names and addresses of the SPOC's are listed in the OMB's home page at: http://www.whitehouse.gov/omb/grants_spo/

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 recipient is capable of complying with the requirements of DOI Financial Assistance Regulations; and/or
- 3) special terms and conditions are required. Failure to resolve satisfactorily the issues identified by the Government will preclude award to the applicant.

Code of Federal Regulations (CFR)

By accepting Federal financial assistance, your organization agrees to abide by the applicable federal regulations in the expenditure of federal funds and performance under this program. These regulations are outlined, in part, in 2 CFR Part 200 - UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS. Additional Code of Federal Regulations/Regulatory Requirements, as applicable, are listed below (contact the Awarding Officer with any questions regarding the applicability of the following):

- 2 CFR Part 175 Trafficking Victims Protection Act of 2000
- 2 CFR Part 182 & 1401 Government-wide Requirements for a Drug-Free Workplace
- 2 CFR Part 180 & 1400 Government-wide Debarment and Suspension (Non-procurement)
- 43 CFR 18 New Restrictions on Lobbying

Standard Award Terms and Conditions

This agreement incorporates the [Standard Award Terms and Conditions](#) found at the following Department of the Interior website as if they were given here. Acceptance of a Federal Financial Assistance award from the Department of the Interior carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted and are subject to the terms and conditions incorporated either directly or by reference in the award document.

Special Terms and Conditions

Order of Precedence:

Any inconsistency in the agreement shall be resolved by giving precedence in the following order: (a) Any national policy requirements and administrative management standards; (b) 2 CFR Part 200, in its entirety; (c) requirements of the applicable OMB Circulars and Treasury regulations; (d) special terms and conditions; and (e) all agreement sections, documents, exhibits, and attachments; (f) and the recipient's project proposal.

Modifications:

The agreement may be modified by written agreement signed by both the recipient's Authorized Representative and the NPS Awarding Officer. Administrative changes (i.e. Awarding Officer name change, etc.) which do not change the statement of work, agreement amount, etc. or otherwise affect the recipient may be signed unilaterally by the Awarding Officer. Additionally, a unilateral modification may be utilized if it should become necessary to impose remedies for non-compliance, suspend or terminate the agreement in accordance with 2 CFR 200, Section 200.338 – 200.342.

All other changes shall be made by means of a bilateral modification to the agreement. No oral statement made by any person, or written statement by any person other than the NPS Awarding Officer shall be allowed in any manner or degree to modify or otherwise effect the terms of the agreement.

Payments

All applicants must be registered in the System for Awards Management (SAM) prior to award under this FOA. Instructions for registering for SAM are located at <http://www.sam.gov/portal/public/SAM>. All applicants must maintain an active SAM registration with current information at all times while they have an active Federal award or an application under consideration.

All applicants must also be registered with and willing to process all payments through the Department of Treasury Automated Standard Application for Payments (ASAP) system. All recipients with active NPS financial assistance agreements must be enrolled in ASAP under the appropriate Agency Location Code(s) (ALC) and the Data Universal Number System (DUNS) Number prior to the award of funds. If a recipient has multiple DUNS numbers, they must separately enroll within ASAP for each unique DUNS Number and/or Agency. Note that if your entity is currently enrolled in the ASAP system with an agency other than NPS, you must enroll specifically with NPS in order to process payments.

Reporting

Financial Status Reports:

Report of expenditures is required as documentation of the financial status of awards according to the official accounting records of the recipient's organization. The financial information will be reported by completing and submitting the [Federal Financial Report](#) (FFR), SF-425. Reports may be required quarterly, semi-annually or annually. The reporting requirements will be determined by the Awarding Officer and defined in the individual grant agreements.

The NPS Awarding Officer will review the report for patterns of cash expenditures and assess whether performance or financial management problems exist. Before submitting the FFR to the NPS Awarding Officer, recipients must ensure that the information submitted is accurate, complete, and consistent with the recipient's accounting system. The recipient's Authorized Certifying Official's signature on the FFR certifies that the information in the FFR is correct and complete and that all outlays and obligations are for the purposes set forth in the agreement documents, and represents a claim to the Federal government. Filing a false claim may result in the imposition of civil or criminal penalties.

Performance Reports:

Recipients should expect to submit a **semi-annual** performance report to the NPS Awarding Officer and the Agreement Technical Representative detailing project activity and participant profile information. However, as noted above, reporting requirements will be determined by the Awarding Officer and defined in the Agreements. A final report will be due no more than 90 calendar days after the end date of the agreement.

Non-Compliance:

Failure to comply with the reporting requirements contained in this agreement may be considered a material non-compliance with the terms and conditions of the award. Non-compliance may result in withholding of future payments, suspension or termination of the agreement, recovery of funds paid under the agreement, and the withholding of future awards.

Other Information

Modification or Changes to the Announcement

Notices of any modifications to this announcement will be posted on Grants.gov. When you download the application at Grants.gov; you can also register to receive notifications of changes through Grants.gov.

Government Right to Reject or Negotiate

NPS reserves the right, without qualification, to reject any or all applications received in response to this announcement and to select any application, in whole or in part, as a basis for negotiation and/or award.

Notice of Potential Disclosure under Freedom of Information Act

Applicants should be advised that identifying information regarding all applicants, including applicant names and/or points of contact, may be subject to public disclosure under the Freedom of Information Act, whether or not such applicants are selected for negotiation of award.

Evaluation and Administration by Non-Federal Personnel

In conducting the merit review evaluation, the Government may seek the advice of qualified non-Federal personnel as reviewers; however this is not anticipated for awards under this announcement. The Government may also use non-Federal personnel to conduct routine, nondiscretionary administrative activities. The applicant, by submitting its application, consents to the use of non-Federal reviewers/administrators. Non-Federal reviewers must sign conflict of interest and non-disclosure agreements prior to reviewing an application. Non-Federal personnel conducting administrative activities must sign a nondisclosure agreement.

Notice of Right to Conduct a Review of Financial Capability

NPS reserves the right to conduct an independent third party review of financial capability for applicants that are selected for negotiation of award (including personal credit information of principal(s) of a small business if there is insufficient information to determine financial capability of the organization).

Personally Identifiable Information

In responding to this Announcement, Applicants must ensure that Protected Personally Identifiable Information (PII) is not included in the following documents: Project Abstract, Project Narrative, Biographical Sketches, Budget or Budget Justification. These documents will be used by the Merit Review Committee in the review process to evaluate each application. PII is defined by the Office of Management and Budget (OMB) as:

Any information about an individual maintained by an agency, including but not limited to, education, financial transactions, medical history, and criminal or employment history and information that can be used to distinguish or trace an individual's identity, such as their name, social security number, date and place of birth, mother's maiden name, biometric records, etc., including any other personal information that is linked or linkable to an individual. This definition of PII can be further defined as: (1) Public PII and (2) Protected PII.

Public PII: PII found in public sources such as telephone books, public websites, business cards, university listing, etc. Public PII includes first and last name, address, work telephone number, email address, home telephone

number, and general education credentials. Protected PII: PII that requires enhanced protection. This information includes data that if compromised could cause harm to an individual such as identity theft.

NATIONAL REGISTER ELIGIBILITY ASSESSMENT

AFRICAN AMERICAN CIVIL RIGHTS GRANTS

Instructions: For grant proposals involving Development Projects (predevelopment preparation of architectural plans and specifications, historic structure reports, and feasibility studies; as well as direct building repair and rehabilitation projects) all applicants must complete this form. To qualify, National Register eligibility must be directly associated with the African American civil rights movement in the 20th Century, as outlined in [Civil Rights in America, A Framework for Identifying Significant Sites](#) (NPS, 2008). Photos, maps, or inventory forms may be provided to support the eligibility assessment. Applicants are encouraged to consult with their respective State or Tribal Historic Preservation Offices for additional evaluation guidance.

1. Property Name

Street 1

Street 2

City

County

State

ZIP Code

Name of Historic District (if applicable)

2. Description of physical appearance

Provide brief description of property and/or district, including features directly associated with civil rights activities.

Date of Building (mm/dd/yyyy)

Date(s) of Alteration(s), if Applicable(mm/dd/yyyy)

Description of Physical Appearance (Attach additional forms if needed)

3. Statement of Significance

Provide brief statement justifying the significance of the building and/or district in association with the civil rights movement in the 20th Century and the dates of any specific events. If previously determined eligible note type of survey and dates. (Attach additional forms if needed)

4. Eligibility Certification (check one)

- Property individually listed in the National Register of Historic Places or as a National Historic Landmark (NHL) for 20th century African American civil rights significance.

Name of individual listing

Date of Listing(mm/dd/yyyy)

- Contributing resource to a National Register or National Historic Landmark Historic District for 20th century African American civil rights significance.

Name of District

Date of Listing (mm/dd/yyyy)

- Preliminary determination that a property individually listed in the National Register or as an NHL contributes to the potential civil rights significance of the site, though currently not listed for that association.

Name of individual listing

Date of Listing (mm/dd/yyyy)

- Preliminary determination that a property within a National Register or NHL Historic District contributes to the potential civil rights significance of the district, though currently not listed for that association.

Name of district

Date of Listing (mm/dd/yyyy)

- Preliminary determination that a property is potentially eligible for listing in the National Register for association with 20th century African American civil rights.

Name of site

Source/date of determination
of eligibility (mm/dd/yyyy)

- Preliminary determination that a property within a potential National Register historic district contributes to the 20th century African American civil rights significance.

Name of district

Source/date of determination
of eligibility (mm/dd/yyyy)

African American Civil Rights Application Project Description

This form is to be used as a supplement to the Application for Federal Assistance.

1. Project Title:

2. Applicant Name:

Applicant Type:

3. Have you received a Historic Preservation Fund Grant (HPF) in the past?

Yes

No

If yes, list 3 most recent. HPF grants include: Save America's Treasures Grants, Preserve America Grants, annual SHPO/THPO Program Grants, Certified Local Government and Underrepresented Community Grants.

4. Amount requested and any matching share if provided:

Federal Share

Matching Share (optional)

Total

\$ 0.00

5. Type of Project:

If Pre-Development or Development answer 5a. – 5.d.

5a. Historic Site or Historic District Name:

5b. Historic Property Address:

Street 1

Street 2

City

County

State

Zip Code

5c. Is the property listed in the National Register of Historic Places or designated a National Historic Landmark?

Yes If yes, enter National Register Information System Number if known.

No If no, please complete the National Register Eligibility Assessment African American Civil Rights Grants Form.

If it is listed, is the property listed for African America Civil Rights ?

Yes

No If no, please complete the National Register Eligibility Assessment African American Civil Rights Grants Form.

5d. Does the applicant own the historic property?

Yes

No If no, please submit consent of owner to proceed with project.

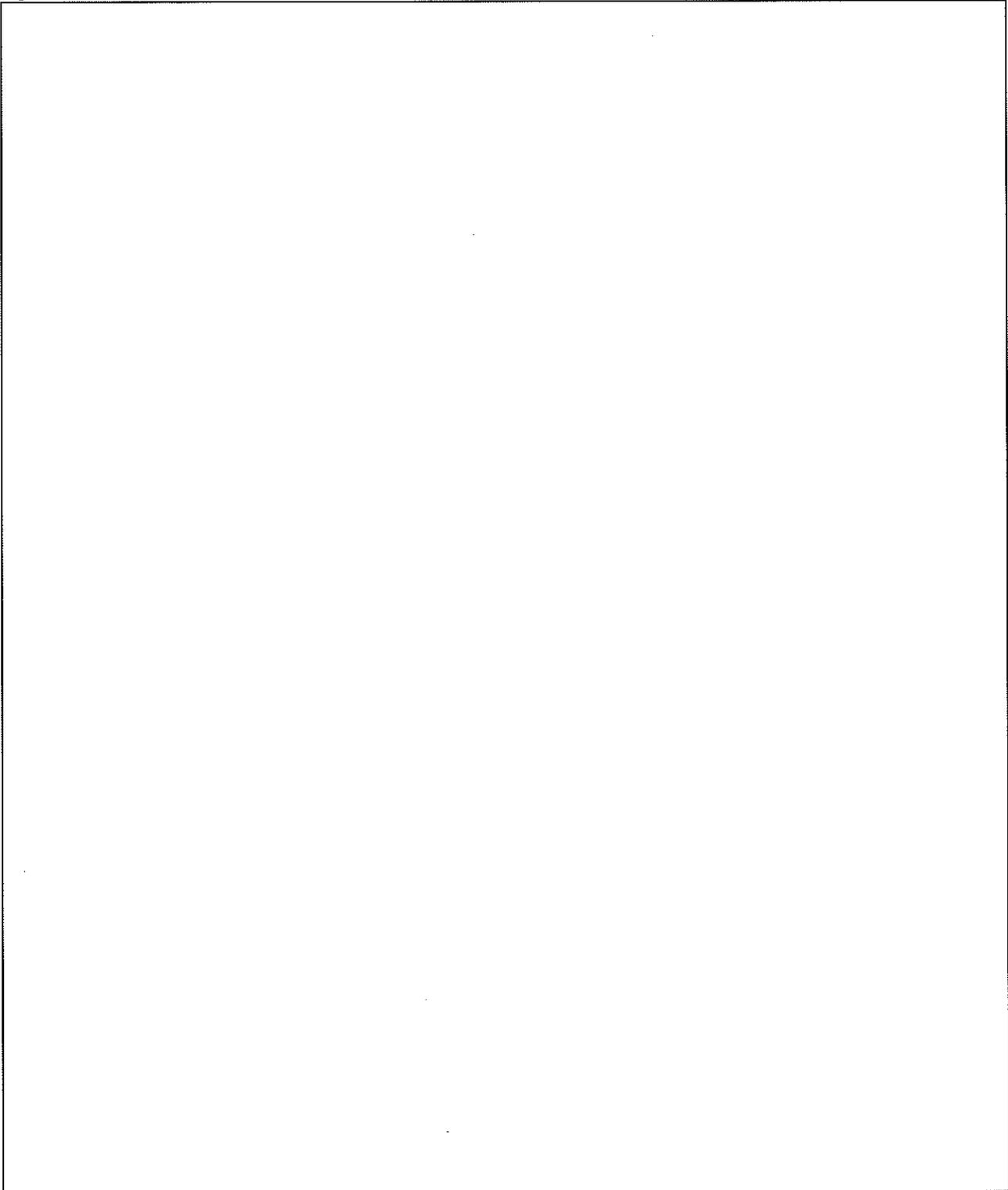
6. Project Summary

Briefly summarize your project emphasizing the primary objectives and results. The project summary should state the goals of the project in 250 words.

7. Project Description

Address the criteria of significance, need/urgency/threat, feasibility, and sustainability as described in the Civil Rights Grant guidance. Each section should not exceed 1200 words at a font no smaller than 10 points. If additional space is needed attach word document to your application package.

Significance:



Need/Urgency/Threat:

A large, empty rectangular box with a thin black border, occupying most of the page below the text. It is intended for the user to write their response to the prompt 'Need/Urgency/Threat:'. The box is completely blank and contains no text or markings.

Feasibility:

A large, empty rectangular box with a thin black border, occupying most of the page below the 'Feasibility:' label. It is intended for the user to provide their response or analysis.

Sustainability:

A large, empty rectangular box with a thin black border, occupying most of the page below the 'Sustainability:' header. It is intended for the user to provide details or answers related to the sustainability topic.

8. Project Timeline:

A large, empty rectangular box with a thin black border, occupying the majority of the page below the section header. It is intended for the user to draw or write a project timeline.

Project Image Form for National Park Service Grants

Please read instructions prior to completing this form. Each image must be limited to a maximum file size of 300 KB and a maximum resolution of 1600 x 1200.

Please attach image 1 here.

Image 1 Label

Please attach image 2 here.

Image 2 Label

Budget Form for National Park Service Grants

Please read instructions prior to completing this form.

1. Personnel. Provide the names and titles of principal project personnel. Please note that grant funds may not be used to pay Federal employee salaries, nor may Federal salaries be used as match/cost share.

Name/Title of Personnel	% of Time	Annual Salary	Federal Grant Funds	Match/Cost Share	Total
	22%	\$35,000.00			
SUBTOTAL					

2. Fringe Benefits. If more than one rate is used, list each rate and salary base. Rates are based on the percent of time spent working on this project.

Name/Title of Personnel	Rate	Charged Salary	Federal Grant Funds	Match/Cost Share	Total
SUBTOTAL					

3. Consultant Fees. Include payments for professional and technical consultants participating in the project.

Type of Consultant	Flat Rate	No. of Days	Daily Rate	Federal Grant Funds	Match/Cost Share	Total
SUBTOTAL						

4. Travel and Per Diem. Indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs. Lodging and per diem must be based on government rates which can be found at <http://www.gsa.gov/>.

From/To	No. of People	No. of Days	Daily Lodging & Per Diem	Transportation Costs Per Person	Federal Grant Funds	Match/Cost Share	Total
SUBTOTAL							

5. Supplies and Materials. Include consumable supplies and materials to be used in the project and any items of expendable equipment, i.e., equipment costing less than \$5,000 or with an estimated useful life of less than two years. Items costing more than that should be listed in "Equipment."

Item	Cost	Federal Grant Funds	Match/Cost Share	Total
SUBTOTAL				

6. Equipment. List all equipment items in excess of \$5,000. Items worth less than \$5,000 or that have a useful life of less than two years must be listed in "Supplies and Materials."

Item	Cost	Federal Grant Funds	Match/Cost Share	Total
SUBTOTAL				

7. Construction/Conservation Materials and Labor. Itemize by work elements (for example, "repair roof," "underpin foundation"). "Lump sum" amounts must be broken into specific work components to be funded by the grant.

Item	Cost	Federal Grant Funds	Match/Cost Share	Total
SUBTOTAL				

