

THE NEW HAMPSHIRE DIVISION OF
HISTORICAL RESOURCES



Certified Local Government Program FY25 Grant Cycle

Information Packet

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FY25 CLG Grant Opportunities

**There are two opportunities for CLG communities to apply for funding.
Each community may apply for one or both of them.**

FY25 Regular CLG Grant: All communities interested in applying for a FY25 CLG Grant MUST submit a Letter of Intent. This is a very short form that is required to start the conversation with DHR Staff about potential projects. More information on eligible project activities are on the next slides and in the CLG Manual.

NAPC CAMP: This mini grant will cover the cost of *NAPC Commission Assistance and Mentoring Program (CAMP)* funding up to \$7,000. **A 40% matching share is required.** Please remember that matching shares do not have to be cash, and can take the form of volunteer time, value of space used in public buildings, etc. Upon approval by the NHDHR and receipt of Federal funds, a grant agreement will need to be executed. The cost of hosting a CAMP program will be reimbursed upon receipt of a paid invoice from NAPC. More information on this can be found on the NAPC website [here](#).

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CLG Grant Opportunities Explained

- CLG Grants are one of the only sources of grant funding for local municipalities to aid in their survey, inventory, and other non-construction, preservation-related efforts.
- DHR oversees a special “pass-through” grant program from the National Park Service. Federal rules require us to give 10% of our federal funding to CLG communities through this program. This averages about \$60k-70k per year currently.
- Grants are given out ONLY to CLG communities each year, with a letter of intent process followed by formal applications and then final awards and execution of grant agreements.
- CLG communities can apply for grants for the following project types (shown by priority ranking):
 - Priority I Projects: Survey (100%), National Register (100%), Preservation Planning (60/40), Information and Education (60/40)
 - Priority II Projects: Pre-Development (60/40)
 - Priority III Projects: Development (50/50)

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CLG Grant Opportunities Explained

- CLG Grant Types and Priority Ranking
 - Priority I Projects:
 - Survey (100%), National Register (100% funded, no match required)
 - Examples: Town-wide survey, updated survey of local historic district, study of potential expansion of historic district or potential new historic district, survey and study of potential new National Register Historic District or individual properties, etc
 - Preservation Planning (40% match required)
 - Examples: Updated Master Plan chapter, Design Guidelines for historic districts (new or updated), audit/review/revision of existing historic district regulations or design guidelines by a preservation professional, etc
 - Information & Education (40% match required)
 - Examples: Workshops about varied topics (researching your historic building, repairing historic windows, identifying architectural styles), Developing Local Tours and associated mapping/designs, training and education for board members, volunteers, community members, etc,

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CLG Grant Opportunities

- CLG Grant Types and Priority Ranking, Cont.

Please note that our funding requests regularly exceed the amount of funds we have available to grant (on average about \$60k-\$70k per year), and as such we have not awarded any Priority II or Priority III projects in nearly a decade.

- Priority II Projects:
 - Pre-Development (40% match required)
 - Architectural or engineering study or plans to support proposed physical development project of a town-owned historic building.
- Priority III Projects:
 - Development (50% match required)
 - Funds the actual, physical work as part of a development project of a town-owned building.
- “Mini Grants”
 - Host NAPC CAMP for your community (or several communities)

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The Match Math

- How does the match work?
 - 40% Match Example: You request \$1,000. You must supply 40% of the requested amount as a match (\$400). Your total project cost will be \$1400 (or more if you manage to get a higher match).
- What counts as a match?
 - Cash
 - Staff time, calculated at their hourly rate
 - Volunteer time (includes Board/Commission members, etc). The current rate is \$33.49/hour
 - Value of donated goods/services/spaces. Example: Use of Town Auditorium vs renting private space.
- How to quantify a match?
 - Matches must be carefully documented, including the names of volunteers, hours worked, cost equivalency justifications, etc

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Key Information about CLG Form for Letter of Intent

- Unfortunately, there is NOT a feature to receive a confirmation email. If you would like formal confirmation that I received your submittal, please email me and indicate which form(s) you submitted. I will do my best to respond to your email within 1 business day.
- If you would like a copy of your submittal, you MUST save and print the page(s) BEFORE you hit submit. There is no option to get a copy of your individual responses.
- While we did use this tool last year, I still consider Forms to be a new tool that we are trialing. We ask that you share feedback (positive or negative) or issues with us so we can evaluate if we should continue trying/using this in the future.

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