

HISTORIC CEMETERIES GRANT

2016-2017

OREGON COMMISSION ON HISTORIC CEMETERIES, OREGON HERITAGE

The Oregon Commission on Historic Cemeteries is pleased to announce the new round of Historic Cemeteries Grants. OCHC grants are intended to provide financial assistance in the following general categories: Protection and Security, Restoration and Preservation, Education and Training, Research and Interpretation. Eligible projects may include, but aren't limited to: security fencing or lighting, skilled monument repair or training, conservation of historic elements such as fencing, curbs, markers, etc., documentation and mapping, signage, landscape restoration, planning and interpretation. The funds allocated by the State through the Oregon Parks and Recreation Department will be available to support the preservation of historic cemeteries throughout Oregon.

Grants must be submitted through the Oregon Parks and Recreation Department Grants Online program. There will be two grant cycles in the 2015-2017 biennium.

FINANCIAL INFORMATION: Typical awards are in the range of \$1000-\$8000.

MATCH: A dollar match for funds requested is not required, though we encourage you to seek local funding in addition to your grant request. Local financial support allows the program to assist more historic cemeteries and fosters local support for the cemetery. Match can be in the form of cash, in-kind donations and volunteer time.

BUDGET INFORMATION: Bids and estimates strengthen the grant request when applicable.

PRESERVATION REQUIREMENTS: The application must convey that any reparation will be completed using appropriate preservation practices. Please specify how the work will be completed and/or include references for past work completed using appropriate methods. The National Park Service, the Association for Gravestone Studies, the National Preservation Institute and the Oregon Commission on Historic Cemeteries all offer information on preservation practices in historic cemeteries.

GRANT REPORTING AND PAYMENT: Awarded projects will be the subjects of binding agreements between the State and the applicants. Typically, grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting will be provided at the time of award.

GRANT TIMELINE:

2nd cycle:

Deadline – April 29, 2016 (11:59pm)

Notification - July 1, 2016

Reporting deadline – May 15, 2017

ELIGIBILITY, CRITERIA AND PRIORITIES:

- **CEMETERIES:** Any cemetery or burial site which contains at least one burial of a person who died before February 14, 1909.
- **APPLICANTS:** Individual citizens, organizations, schools, governments, and nonprofits may apply.



- **PROJECTS:** Projects that will begin and end during the grant cycle qualify. Grant cycle extensions are extremely rare.

CRITERIA:

- The capability of the applicant to carry out the proposed project.
- The effectiveness of the proposed project to address the historic aspects and long term preservation of the cemetery.

PRIORITIES:

- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail and realistic cost estimates.
- Geographic diversity.
- Project readiness, including matching dollar share in-hand.
- Projects that are part of a long range plan.

REGISTER ON TO APPLY ONLINE: Visit the OPRD: Grants Online at www.oprdgrants.org to request an account and receive your login. Register for only one login per organization. Please use the instructions for OPRD: Grants Online which can be found at <http://www.oregon.gov/oprd/HCD/FINASST/Pages/grants.aspx>.

APPLICATION SUBMISSION: Once you have a login, you will be able to submit your application. You can enter information, save, log out, log back in, enter more, etc. as many times as you would like before you submit. Instructions for OPRD: Grants Online visit our website. <http://www.oregon.gov/oprd/HCD/FINASST/Pages/grants.aspx>

APPLICATION QUESTIONS: The following questions will appear on the online application.

- Brief Project Description – Please limit this to 80 words and be specific.
- Finance – Please see the OPRD: Grants Online instructions for more detail.
 - Project Budget - use categories: contractor/consultant; volunteer time; employee; travel ; materials & equipment; printing, publication, design, etc.; other.
 - Funding Source - use categories: organizational funds (include staff time, operations, donations), in-kind donations, volunteer time. Enter matching grants individually.
- Project Need and Value - Describe need and value in terms of the condition of the cemetery, the historical significance of the property, the value of the property to the community or the organization, the condition of the cemetery or the problem to be addressed, the expected effect of the project, how it pertains to the larger scope of the organization.
- Project Timeline – List your major objectives and approximate date they will be completed.
- Project Detail – List specific activities – quantity and scope. If work includes historic feature repair, please include the methods that will be used. List who will carry out activities and their qualifications. Be specific in the methods and components of how the project will be completed.
- Ability to Complete the Project - Describe your organization's history and past successes related to this project, any partnerships on this project, volunteer or community support for this project, and any other evidence of your ability to complete the project.
- Photos and work plans are required.

ASSISTANCE:

Grant questions and OPRD: Grants Online: Kuri Gill, kuri.gill@oregon.gov, 503-986-0685.

