

From: [Davis, Gwen \(DOS\)](#)
To: [Melson-Williams, Dawn](#)
Cc: [Eric Czerwinski \(Dover\)](#)
Subject: EXTERNAL: March 1 Application Due Date - Historic Preservation Fund Grants for CLGs
Date: Tuesday, February 06, 2024 8:55:15 AM
Attachments: [FFY2022-2023 CLG Historic Preservation Grant Application Guidelines.pdf](#)
[PDF Forms FFY2022-2023 CLG Historic Preservation Grant Application.pdf](#)

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Hi Dawn,

I hope this message finds you well. I am writing as a reminder of the upcoming **March 1, 2024**, application due date for federal Historic Preservation Fund (HPF) grant funds, set aside for Certified Local Governments (CLG), from the **Federal Fiscal Year 2023** appropriation.

CLGs apply for these grants through our office. For general information about the CLG program, please see <https://history.delaware.gov/wp-content/uploads/sites/179/2019/01/clgProgramGuide.pdf>.

The Application Guidelines, outlining eligible activities and requirements, are attached. The application forms are also provided here in a fillable PDF format (Word format available on request). Please carefully review the guidelines and the information in this email (including **new Tips** below), and let me know if you have any questions.

This table indicates: the specific amount allocated to your CLG, the required 40% matching share, the application due date, and the date by which the grant project must be completed:

Grant Year	Available Grant Funds for City of Dover	Matching Share (40%)	Application Due Date	Grant projects must be completed by
FFY 2023	\$11,530	\$7,686	<i>no later than</i> March 1, 2024	Sept. 30, 2025

Request: If your CLG does **not** intend to apply for this grant, I ask that you let me know (in writing) immediately, so that the funds can be reallocated to other CLGs.

Tips:

- Matching share can be cash or in-kind.
- To save time in the event that additional grant funds are available for award:
 - If the full cost of your project exceeds the available grant funds noted in the table above, please include that information in the application – at the bottom of the Project Budget Form.
 - In the narrative, you can also identify additional projects that you'd wish to undertake, should additional funds become available. Just keep that information separate from currently proposed work.
 - Note that the required matching share will increase proportionate to any increased award.
- If your application is otherwise complete, just pending signatures from Authorized Representative(s) of your CLG, you can submit a Draft by March 1 for discussion

purposes. However, our office will not approve the application or award the grant until all required parts of the application are complete.

Reminder: If a CLG intends to use a third party to administer the grant on its behalf, the CLG must state in the application that it is delegating that role to the third party. Please see the attached guidelines for details.

All applications are to be submitted by email to: gwen.davis@delaware.gov

Planning ahead for FY2024: As of this writing, Congress has approved Continuing Resolutions for the Federal Fiscal Year 2024 budget. Therefore, the National Park Service has only issued partial apportionment information for Historic Preservation Fund grants to States. Our office is choosing to wait for the full apportionment figures to apply. We still anticipate FY2024 CLG applications to occur later in calendar 2024 or early 2025.

Please let me know if you have any questions. Thank you.

-- Gwen Davis

Gwenyth A. Davis

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