

**Idaho State Historic Preservation Office
Certified Local Government Subgrant Application
FY2026**

Application Coversheet

Applicant/Local Government

Name: _____
Address: _____
Address: _____
Telephone: _____
UEI No.: _____

City/County Staff Contact

Name: _____
Address: _____
Address: _____
Telephone: _____
E-mail: _____

Grant Coordinator (if different from City/County Staff Contact)

Name: _____
Address: _____
Address: _____
Telephone: _____
E-mail: _____

Budget Summary

Total CLG Grant request: _____
Total Matching share: _____
Total cost of all project(s): _____
Source(s) of match: _____

Please provide a more detailed budget breakdown on the attached budget form.

Authorization

The undersigned certifies that he/she is authorized to apply for this subgrant on behalf of the local government, to commit local matching funds to the project, and to enter into a contract if the subgrant is awarded.

Signature: _____
City/County Chief Elected Official's signature

Date: _____

Print: _____

Title: _____

Project: _____

Applicant: _____

Part A: Proposed Project

Project Description

Complete a separate Part A: Project Description for **each** proposed project. Please state the objectives, the work to be performed, how the project relates to the goals set forth in the Idaho State Historic Preservation Plan, how the project relates to any local goals or objectives, and how the project will meet the Secretary of the Interior's Standards.

Final Products

CLG grant projects should result in a tangible product. Provide a detailed and specific list of the expected final products. Typical products include but are not limited to survey reports and forms; published document (e.g. walking tour guide); a National Register nomination; or similar. In some cases, the product may be an activity like a lecture or workshop. A short narrative describing the event must be submitted to the SHPO at the completion of the project. The narrative will describe the number of people attending, who composed the audience, and whether the project was carried out according to the proposal.

Project: _____

Applicant: _____

Timetable

Provide an anticipated timetable for carrying out the proposed project. Include significant milestones such as project commencement, issuing of RFPs, public engagement events, any necessary approvals, and projected completion.

Key Staff/Personnel

Provide a list of the key staff or personnel who will be involved in the proposed project, including a brief description of the roles and responsibilities for each member. Any anticipated subcontractors to be hired can simply be identified as such (e.g. – “consultant,” “architect,” “building contractor,” et cetera).

Attachments (Surveys, A&D, reprinting)

Attach any additional documents in support of this project application. Note: some project types have **required** attachments; please refer to Chapter VII of the Idaho CLG Grants Manual for details on these requirements.

Have you included any/all attachments for the project?

Yes _____ No _____

Project: _____

Applicant: _____

Part B: Project Budget**Applicant:** _____**Project:** _____

Provide a breakdown of the budget items for this specific project. Include hourly or daily rates for professional fees, costs for specific project items, and any associated travel costs. For any cash matches from the Applicant, please include the source of the matching money (e.g. – CDBG, Idaho Heritage Trust, private donation, et cetera).

Item	Federal Share	Local Match		Total
		Cash	In-Kind	
Grant Project Consultant Fees	10000	2000		12000
Staff time			4000	4000
HPC time			4000	4000
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
Subtotals		2000	8000	
Totals	10000	10000		20000

IDAHO CERTIFIED LOCAL
GOVERNMENT GRANT PROGRAM
FY26 CALL FOR APPLICATIONS

November 1, 2025

Dear Idaho Certified Local Governments,



Brad Little
Governor of Idaho

Janet Gallimore
Executive Director
State Historic
Preservation Officer

Administration:
2205 Old Penitentiary Rd.
Boise, Idaho 83712
208.334.2682
Fax: 208.334.2774

Idaho State Museum:
610 Julia Davis Dr.
Boise, Idaho 83702
208.334.2120

**Idaho State Archives
and State Records
Center:**
2205 Old Penitentiary Rd.
Boise, Idaho 83712
208.334.2620

**State Historic
Preservation Office:**
210 Main St.
Boise, Idaho 83702
208.334.3861

**Old Idaho Penitentiary
and Historic Sites:**
2445 Old Penitentiary Rd.
Boise, Idaho 83712
208.334.2844

HISTORY.IDAHO.GOV

The Idaho State Historic Preservation Office (SHPO), a division of the Idaho State Historical Society (ISHS), is pleased to announce that we are now accepting Certified Local Government (CLG) Grant applications for FY26! We expect federal funds available for FY26 will remain level, which means we anticipate a total of approximately \$100,000 will be granted to Idaho's 40 local partners. This represents 10% of the total funds available to Idaho through the historic Preservation Fund from the National Park Service (NPS) and the Department of the Interior.

Instructions for submitting an application are in the Idaho CLG Grant Manual, available online at the ISHS website: [Certified Local Government - Idaho State Historical Society](#). The CLG Grant manual contains examples of acceptable projects and the method of scoring applications for distribution of funds. SHPO staff are available to assist with any aspect of the application process.

As a reminder, the Idaho CLG Grants are reviewed on a competitive basis, so it is important that CLGs carefully plan out their proposed projects and submit a strong application. Please refer to the CLG Grant Manual for more details on how the CLG Grant applications will be scored by SHPO.

For FY26, the Idaho CLG Grant program will prioritize funding projects in the following areas:

- Surveys and National Register of Historic Places (NRHP) Nominations, especially those related to Idaho's post-war and mid-century history;
- Developing or updating a local historic preservation plan;
- Projects related to underrepresented communities – this includes but is not limited to Native American, Latino, and African American communities; and
- Training for preservation commission members, city/county staff, and elected officials, including costs for hosting training session or CAMP through the National Alliance of Preservation Commissions (NAPC).

Communities may still submit project proposals in other areas; however, SHPO would strongly encourage CLGs to keep these four (4) priority areas in mind as they develop their proposals. It is recommended that CLGs also refer to the Idaho State Historic Preservation Plan's Goals and Objectives (attached to this call) and any local Historic Preservation/Community Comprehensive Plans as projects are planned.

Communities thinking about submitting an application for an archaeological survey or a development ("Bricks and Mortar") project should be aware that the NPS now requires such projects to complete a National Environmental Policy Act (NEPA) Statutory Compliance worksheet; this worksheet must be completed before the contract will be executed and project can begin. SHPO Staff will provide the necessary forms for completion, and are happy to help complete the review.

Additionally, CLGs considering submitting applications for the FY26 CLG Grant cycle should be aware that CLGs who are awarded funds will be required to complete two (2) check ins with SHPO staff during the grant period. These are intended to help keep the CLG Grant funded projects on schedule and identify/address issues which might impact the completion of the project on time and on budget. The Idaho SHPO will schedule these check-ins, via either phone, virtual, or in person meetings. NRHP Nomination projects will be required to submit a substantially complete draft of the nomination by October 15, 2027.

The anticipated schedule for the FY26 Idaho CLG Grant program is as follows:

November 1, 2025	Call for applications released
January 31, 2026	Applications due
Mid-March 2026	Awards announced
April 2026	Contracts mailed to CLGs
September 1, 2026	Anticipated project start date *
October 2026	First check ins scheduled
April 2027	Second check ins scheduled
October 1, 2027	NRHP drafts due to SHPO
May 31, 2028	Project completion and publication Drafts due for all other projects
June-August 2028	Review and revision period
September 1, 2028	Final products and reimbursement request due

* The September 1 Project Start date is dependent on SHPO receiving its notice of funding from the National Park Service and this date may change on any given year; CLGs will be notified of any such changes by the CLG Coordinator.

Completed applications must be received by SHPO no later than the end of business on January 31, 2026. Applications will be accepted via email or postal mail, provided they are received not later than end of business on January 31, 2026. Applications must be signed by the City Mayor/County Commissioner (City Manager is also acceptable); however, they may sign the application digitally if desired. If using volunteer time to calculate the CLG's required match, the current valuation rate is \$32.48/hour.

If you need any assistance or would like to discuss potential projects please contact our office at (208) 488-7471 or by email at alexis.matrone@ishs.idaho.gov . We are happy to help in any way we can!

Sincerely,



Alexis Matrone

Historic Preservation Planner/CLG Coordinator
State Historic Preservation Office
210 Main Street, Boise, ID, 83702

Idaho State Historic Preservation Plan

Goals and Objectives

Purpose

The Idaho Historic Preservation Plan (IHPP) establishes priorities and goals for the historic preservation community throughout the State of Idaho. This community includes individuals and organizations on all levels and of all types, not just the State Historic Preservation Office – it includes Tribes, nonprofit organizations, private firms, other government agencies, historic preservation commissions, owners of historic properties, and individuals. With so many different groups and organizations making up Idaho's historic preservation community, it is necessary to have a common framework for our efforts. The purpose of the IHPP is help ensure that all of these dedicated and passionate preservationists are better able to carry out the work necessary to try and bring the Plan's vision to reality. The Goals and Objectives of the IHPP are designed such that a number of organizations and groups can use them to help guide their activities.

Goals

The guiding principle for the Idaho Historic Preservation Plan is to take purposeful steps and actions to create a state-culture in which Idaho's historic, archaeological, and cultural resources are recognized as important in the lives of Idahoans, understood and readily accepted as relevant to today, and in which all people in the state, residents and visitors alike, are actively engaging in preserving, sharing, and using those resources to inform and positively influence the future of the State of Idaho. The Plans's public input process identified a number of different Objectives, which have been organized into four (4) primary Goals for Historic Preservation efforts throughout the State. The primary Goals are as follows:

- GOAL 1: Ensure that decision makers, at all levels, and the general public are informed and knowledgeable about historic preservation issues, practices, opportunities, and its value, and take an active role in historic preservation efforts.**
- GOAL 2: Take the appropriate steps to help historic preservation efforts transition into the 21st Century through the use of current and future best practices and the development and adoption of new and emerging technologies.**
- GOAL 3: Ensure that historic preservation efforts throughout the state are aware of and have access to sufficient and sustainable sources of financial support.**
- GOAL 4: Continue to ensure that archaeological resources and documents are accorded permanent curation in accredited facilities in the State of Idaho.**

These Goals are the broad, over-arching themes of the Plan, however. For this Plan to be a truly useful tool for Idaho's historic preservation efforts, it is necessary to include more specific Objectives, with associated action items. These Objectives and action items will provide the roadmap for Historic Preservation efforts in Idaho for the life of this plan.

The full text of the Idaho Historic Preservation Plan is available on the Idaho State Historical Society website at <https://history.idaho.gov/preservation-assistance/preservation-planning/>.