



**Date:** April 6, 2026  
**To:** Historic District Commissioners  
**From:** Anaïs Starr, Historic Preservation Officer

**Subject:** Discussion and recommendation of CLG FY 2025-2026 Certified Local Government (CLG) Application for Funds with the Oklahoma State Historic Preservation Office.

**Background:**

On April 14, 1998, the Council approved Contract K-9798-108 with the State Historic Preservation Office (SHPO), making Norman a member city in the Certified Local Governments (CLG) Program. The CLG Program is part of the U.S. Department of the Interior's national program for the development and support of local historic preservation programs. Since its initial participation in 1999, the City of Norman has received an approximate annual average allocation of \$15,000 to \$18,000 in CLG grant funds. Over the 27 years that the City has participated in the CLG program, the City has received over \$250,000 in funding.

Designation as a CLG city recognizes Norman's historic preservation efforts and entitles the City to apply for a portion of the education/outreach funding set aside by the SHPO out of each year's budget. Funding is intended for historic research, public education and outreach programs. Over the past 26 years, Norman's CLG funding has created historic preservation educational materials, conducted historic architectural surveys, hosted free hands-on historic home repair workshops and provided training for staff and Commission.

City staff has planned a basic CLG grant application to cover membership renewals, conference attendance, software maintenance fees, and typical printing and postage charges. Staff plans to submit a CLG grant request to cover the routine preservation activities in the amount of \$7,875 for projects listed below.

**DISCUSSION:**

Staff has developed suggested projects for 2026-2027 CLG funds. Staff plans to prepare a funding application that includes project descriptions and a budget showing \$7,875 in proposed expenditures of CLG funds and documentation of matching funds.

The deadline for submission of the CLG grant request to the State Historic Preservation Office is April 10, 2026. The Commission will need to make a recommendation regarding the proposed CLG projects listed. The Commission's recommendation will be forwarded to the April 14, 2026, City Council meeting along with the attached CLG grant application. Staff is seeking a recommendation from the Historic District Commission regarding proposed CLG funded projects listed below.

CLG PROJECT	COST
Attendance/Participation at Planning/Preservation Conferences for Staff/Commissioners	\$3,000
Walking Tour App Maintenance Fee	\$1,725

Training – Software/Hardware Supplies	\$200
Training - Historic Preservation Lunch n Learn (2)	\$1,000
Quarterly Postcard Project Printing	\$800
Quarterly Postcard Project Postage	\$1,000
NAPC Membership Renewal	\$150
TOTAL	\$7,875



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