



Certified Local Government: Subgrant Criteria

1. Minimum Requirements

The applicant must meet these minimum requirements to receive consideration:

- Meet all state and federal requirements of the CLG program.
- Submit the required CLG annual report to the SHPO for the previous year.
- CLG has no incomplete Historic Preservation Fund subgrant projects in the past five years.
- For intensive survey projects, CLG must submit survey boundaries and have them approved by SHPO staff by June 2021.
- For National Register Historic District projects, CLG must have a kickoff meeting by November 2021 to introduce the project to the neighborhood.
- Submit a letter of intent by June 14, 2021.
- Submit Fiscal Year 2022 subgrant work products (if applicable) and reimbursement by September 15, 2022.
- Submit a complete application postmarked or received by December 20, 2021.
- To host CAMP, a draft proposal must be submitted.

2. Logical sequence of projects — 0-30 points.

- Initial intensive survey of the community. (30 pts)
- National Register historic district nominations that result from the initial survey. (25 pts)
- Resurvey of a community that was surveyed more than 25 years ago. (20 pts)
- National Register nominations for individual municipally owned properties or individual archaeological sites. (15 pts)
- National Register nominations for individual private properties. (10 pts)
- Public outreach and educational projects. (5 pts)
- Design guidelines and preservation plans. (5 pts)
- If the intensive survey of the community has been completed and all National Register eligible properties have been nominated then the applicant gets 20 additional points

3. Effectiveness of the project in meeting broad local historic preservation goals and objectives — 0-25 points

- Does project address a specific historic preservation problem in your community?
- Does project provide protection of historic resources or create economic development opportunities?

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4. Likelihood of successful and timely completion of project — 0 to 20 points

- Did the project manager or commission members attend the SHPO webinar “How to apply for CLG grants”?
- List the CLG's previous historic preservation projects.
- How have they been successful?
- Were the products from this CLG for previous Historic Preservation Fund subgrants of good quality?
- Does the project manager and organization have the demonstrated capability to manage the project as evidenced by resume, organizational experience, and proposal narrative?

5. Quality of budget proposal — 0 to 15 points

- Does the budget clearly relate to the project design?
- Did applicant submit two itemized estimates from preservation professionals? If not able to secure two estimates, did the applicant specify why?

6. Identify which recent WHS Historic Preservation and Local History Conference, WAHPC conference, CLG training webinars, etc. were attended or when the commissioner web training module on the WHS website was completed — 5 points

7. Not a 2021 Historic Preservation Fund subgrant recipient — 5 points

8. Host CAMP workshop - 100 points

- Location capability
- Organizational capability
- Capacity to handle registration
- Itemized list of expenses to be covered by grant (speakers, food, room, etc.)