



Certified Local Government Program

Proposed Changes to CLG Grant Program - DRAFT

September 2017

The Pennsylvania State Historic Preservation Office is proposing changes to the Certified Local Government Grant Program that will help make the program more effective and responsive to the needs of communities participating in the CLG program. The proposed grant program structure is outlined below along with a summary of how this proposal differs from the current program. These proposals are in draft form and are being offered to existing CLGs for comment prior to adoption and implementation. These changes are expected to be implemented with the FY 2018-19 grant round.

Overview of Proposed Changes

1. Three Tiers of Grants

The amount of grant funding available in each fiscal year will be distributed through three different grant cycles.

- a. Large Grants - The first cycle will be for large grants (up to \$25,000) targeted at long-term, phased, or large budget projects. This cycle will be offered once annually and grants will be made on a competitive basis. Examples of eligible projects include development of design guidelines, historic resource surveys, National Register nominations, and planning studies.
- b. Partnership Grants - The second cycle will award smaller grants (\$3,000-\$5,000) for near-term technical assistance projects. These grants will be awarded multiple times throughout the year, with staggered application deadlines. These grants will be best utilized for feasibility studies, strategic planning, small-scale surveys, ordinance revisions, etc.
- c. Training and Education Grants - The third cycle will be for training and continuing education programs. Grant funds will be available to support attendance at conferences and seminars or to host speakers and programs in CLG communities.

2. Extended Grant Period

The grant period for Large Grants will be extended from the current 12 months to 18 months, allowing more time to complete projects. Partnership Grants will have a shorter grant period.

3. Start and End Dates

The application process will be adjusted to target a January start date for large project grants to align with the start of most municipal fiscal years; large grants will end June 30 of the following year. Partnership grants will have staggered start and end dates. Guidelines for each funding

cycle will also be distributed earlier to allow more time to plan projects and prepare application materials.

4. Match Requirements

Overall, the amount of match required for CLG grants has been lowered in order to make the grants more accessible to more communities. All match will now need to be cash; in-kind sources will no longer be eligible to meet the minimum match requirements, but may be reported as overmatch.

Large Grant Match Requirements

10% cash match required for grants for planning, survey, training, and design guidelines

- These are projects that are considered critical to the administration of effective local preservation programs and address ongoing performance requirements.

25% cash match for National Register nominations, studies, public education, and other eligible projects

- These are projects that are considered important to sound preservation planning and holistic local preservation programs, but are not essential to helping CLGs meet ongoing performance standards.

Partnership Grant Match Requirements

25% cash match for all projects

Training and Education

25% cash match for all training scholarships and programs

5. Eligible Projects

CLG grants will be available for projects that produce tangible products, including the majority of project types described in the current guidelines. The only significant change is that Municipal Program Administration will no longer be eligible for grant support. Possible exceptions include grant funding for staffing or consultant services that are shared by multiple municipalities and are for a finite period of time. CLG grants will continue to be available only for non-construction projects.

6. Administrative Costs

Grantees may retain 10% of the grant award for administrative and overhead expenses.

7. Reimbursement Forms and Procedures

Grants will remain reimbursable, but reimbursement forms will be revised to allow for draw down of grant awards incrementally and for specific tasks rather than by percentage of total expenditures.