

Silos & Smokestacks National Heritage Area 2009 GENERAL GRANT APPLICATION

Applications are due postmarked **May 1, 2009**



Grant Programs

INFORMATION AND ASSISTANCE

Staff is available to assist you with your questions or to discuss your application in advance of its submission. You are encouraged to call early in your proposal development to produce a thorough application. For more information or questions regarding this application, please contact:

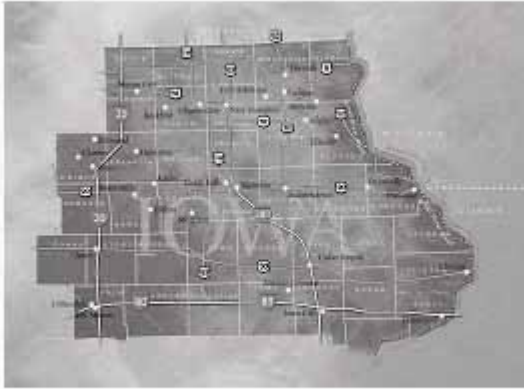
Silos & Smokestacks National Heritage Area
Contact Person: Candy Streed
P.O. Box 2845
604 Lafayette Street, Suite 202
Waterloo, IA 50704-2845
Phone: (319) 234-4567 Fax: (319) 234-8228
Email: cstreed@silosandsmokestacks.org

This application is also available online at
www.silosandsmokestacks.org



BACKGROUND

A National Heritage Area is a part of our country's landscape that has been recognized by the United States Congress for its unique contribution to the American experience. A Heritage Area may be created to celebrate a critical moment in history or be associated with a large-scale natural resource such as a river valley, or be a cultural resource such as an historic canal or roadway. Other areas, like Silos & Smokestacks National Heritage Area (SSNHA), are developed around a common theme or an industry that influenced the culture and history of that area.



In late 1996, Silos & Smokestacks received its designation as a *National Heritage Area* as part of the Omnibus Parks and Public Lands Management Act, making it one of 37 national heritage areas in the country granted this important distinction. As of 2000, Silos & Smokestacks is authorized to seek matching federal funds annually through the National Park Service.

The National Park Service determined that northeast Iowa is a living landscape of heritage resources of national significance. Within the 37-county area, much of the heritage of America's agricultural revolution still exists and is in need of preservation and

interpretation. Iowans and visitors desire opportunities to learn about the farms, the industries, and the people that strive to maintain a wholesome food supply.

The Silos & Smokestacks National Heritage Area mission is to preserve and tell the story of American agriculture and its global significance through partnerships and activities that celebrate the land, people, and communities.

The agricultural heritage of the area is being explored through interpretation of six themes– The Fertile Land; Farmers and Families; The Changing Farm; Higher Yields: The Science and Technology of Agriculture; Farm to Factory: Agribusiness in Iowa; and Organizing for Agriculture: Policies and Politics. Each theme discovers different features of the area's heritage. Taken together the themes allow visitors to interpret and experience the story in many ways: in small towns and larger cities; along trails and county roads; and on farms, natural areas, local museums and historical buildings.

Because the size of the Heritage Area is over 20,000 square miles, visitors use cars, buses, or bicycles to travel between Heritage Area locations. Most Heritage Area sites already have interpretive materials or programs to explain their unique features and stories. Additional SSNHA exhibits, signage, and interpretive programs tie the facilities to the SSNHA's themes.

SSNHA is building the framework – signage system, exhibits at partner sites, visitor kiosks, publications and brochures, tours, and educational websites – which will tie the stories together about the Heritage Area and its destinations to create a quality visitor experience.

GOALS OF THE GRANT PROGRAM

It is the intent of the Silos & Smokestacks National Heritage Area (SSNHA) to support sites, attractions and events of educational value that focus on America's agricultural heritage as it relates to the 37 counties of northeastern Iowa. The following are the goals of the grant program:

- Preserve and interpret America's agricultural and agricultural industrial stories and its significance to the nation and the world consistent with the SSNHA Interpretive Plan.
- Enhance the site's agricultural connection.
- Raise the quality of the attraction.
- Develop positive visitor experiences consistent with the SSNHA Interpretive Plan.
- Build the capacity of the Heritage Area region to further develop and sustain agricultural and agricultural industrial heritage tourism through new and existing sites, attractions and events.

If you need a copy of the SSNHA Interpretive Plan, please call (319) 234-4567 to request a hard copy or visit http://www.silosandsmokestacks.org/home/CMS/About_Us/Interpretive_Plan.php to view the Executive Summary.

ELIGIBLE APPLICANTS

Eligible applicants must be one of the following: a designated SSNHA non-profit or governmental partner site, a non-profit organization, a local or regional government, or a federally recognized Indian tribe. All applicants must be able to meet matching requirements outlined below. Eligible applicants cannot have an open SSNHA General Grant contract at time of application, specifically any previous General Grant project must be complete and final report submitted before the applicant organization can submit a new General Grant application.

RANGE OF AWARDS

A total of \$55,000 is available this year. Requests for matching grants of federal funds provided through the Silos & Smokestacks National Heritage Area may range from \$1,000-\$10,000. All effort will be made to fully fund those projects that will receive a grant in 2009.

ELIGIBLE PROJECTS

Funds may be used for planning assistance, educational programs, interpretation, marketing, displays, event programs, and interpretive signage. Greater consideration will be given to projects that directly impact visitor experiences and develop interpretive themes as outlined in the SSNHA Interpretive Plan.

Awards will be more weighted towards attractions or sites (new or existing) although selected events may be supported. Projects must demonstrate how they help preserve and interpret America's agricultural and agricultural industrial stories and its significance to the nation and the world. Support will be considered for cultural, ethnic, arts and recreation programs to the extent that they highlight the agricultural or agricultural industrial themes.

Projects must be physically located in at least one of the 37 designated Iowa counties within the Silos & Smokestacks National Heritage Area: Allamakee, Benton, Black Hawk, Boone, Bremer, Buchanan,

Butler, Cedar, Cerro Gordo, Chickasaw, Clayton, Clinton, Delaware, Dubuque, Fayette, Floyd, Franklin, Grundy, Hamilton, Hardin, Howard, Iowa, Jackson, Jasper, Johnson, Jones, Linn, Marshall, Mitchell, Polk, Poweshiek, Scott, Story, Tama, Winneshiek, Worth and Wright.

MATCHING FUNDS

Projects funded through the SSNHA 2009 General Grant Program must document the ability to provide matching funds at the time of application. Please provide a letter signed by the applicant's financial officer or authorized representative, documenting the amount of match funding being contributed to the proposed budget. Grant applicants must provide 1-1 match to the grant request. At least half of the applicant's contribution must be in cash. For example, if your total project cost is \$10,000, you may request \$5,000 in grant funds. The grantee must provide a cash and/or in-kind match of \$5,000 of which at least \$2,500 must be cash match.

This match must come from a source other than federal funds, such as state, local, and/or private funds. Collaboration between organizations is encouraged.

Cash matches require that actual money change hands and must be documented with copies of invoices and cancelled checks. In-kind matches must be directly attributable to the project. Personnel time for employees, volunteers, and consultants as well as contributions of services, materials and supplies must be documented. Unacceptable matches include operating costs of sites/organizations and routine repair and maintenance costs. More information regarding volunteer hours value for and match can be found online under Grant Reporting Requirements.

All project funds must be expended within the grant period. Under no circumstances should the recipient begin work on the grant project until the contract has been signed by both a SSNHA representative and the grant recipient. Failure to follow these guidelines will result in the revocation of your grant.

TIMELINE FOR 2009 SSNHA GRANT PROGRAM

February 24, 2009	Free SSNHA Grant Programs Information Session, Iowa Veterans Museum, Waterloo, 10:30 am
Postmarked May 1, 2009	Grant applications due to the Silos & Smokestacks Office
July 2009	Grant awards announced
December 31, 2010	All grant work completed

Final Reports due no later than 90 days after an event or completion of the project or no later than December 31, 2010, whichever comes first.

A copy of the SSNHA Grant Application is available online at.
<http://www.silosandsmokestacks.org>

GRANTEE RESPONSIBILITIES

Before any work is done in developing a proposal, the authorizing official of the applicant institution should review the following section on the grantee responsibilities to determine if his/her institution is able to comply with these requirements. The grantee is required to:

- ❑ Be subject to the provisions of OMB Circular A-102: Grants and Cooperative Agreements with State and Local Governments; A-110: Uniform Administrative Requirements for Grants and Agreements with Institution of Higher Education, Hospitals, and Other Non-Profit Organizations; A-133: Audits of States, Local Governments, and Non-Profit Organizations; and A-87: Cost Principles for State, Local, and Indian Tribal Governments, as applicable, [<http://www.whitehouse.gov/omb/circulars/index.html>]
- ❑ Comply with all applicable laws including but not limited to the Section 106 of the Historic Preservation Act [<http://www.achp.gov/work106.html>], Secretary of Interior Standards [<http://www.nps.gov/history/hps/tps/tax/rhb/> or http://www.nps.gov/history/local-law/arch_stnds_0.htm], the Native American Graves Protection and Repatriation Act (NAGPRA) [<http://www.cr.nps.gov/nagpra/>], National Environmental Policy Act (NEPA) [<http://www.epa.gov/compliance/nepa/index.html>], and Americans with Disabilities Act (ADA) [<http://www.usdoj.gov/crt/ada/adahom1.htm>], as applicable,
- ❑ Comply with the Davis-Bacon Act for construction contracts over \$2,000, [<http://davisbacon.fedworld.gov/>]
- ❑ Provide certificate of General Liability Insurance (\$1,000,000 per occurrence),
- ❑ Provide certificate of non-profit status (if applicable),
- ❑ Acknowledge SSNHA funding in all printed materials, exhibits, signage or other projects supported by this grant by including the Silos & Smokestacks logo and/or “this project is funded in-part by the Silos & Smokestacks National Heritage Area.” When possible, the use of the logo is preferred.
- ❑ Allow inspection of grant program records by Silos & Smokestacks and authorized federal agencies during the grant period and up to seven years following completion of the grant project.
- ❑ Provide SF-269A fiscal and final performance reports including photographs of project and program activities.

PROJECT APPLICATION REQUIREMENTS

All applicants must fill out the application form and answer all questions in the space provided. Please type or print answers to all questions. Text must be written in no smaller than 10-point font.

All applications must be postmarked on or before May 1, 2009. Enclose the original signed application form and 10 additional copies of the application form to:

Silos & Smokestacks National Heritage Area
PO Box 2845
Fowler Building
604 Lafayette Street, Suite 202
Waterloo, IA 50704-2845

I. Application Form (Submit only pages 7-12)

The signature of the legal representative or highest elected official of the applicant organization is required. By signing the application, the applicant certifies that to the best of their knowledge and belief, data in the application is true and correct, including commitment of local resources; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all applicable federal and state requirements, including the above if assistance is approved.

II. Budget Form

The budget should include the project costs that will be charged to the grant funds as well as those supported by applicant or third party cash and in-kind contributions. Please attach a Budget Explanation to further explain budget items. *Sample budgets are available at the Silos & Smokestacks office.*

III. Support for the Project

Illustrate the support for the project. Include letters of commitment or support, press clippings, supporting evidence of feasibility, etc.

CRITERIA CHECKLIST

All checklist items should be addressed in the proposal.

- Reasonable timeline.
- Feasible project.
- Ties to the SSNHA interpretive themes consistent with SSNHA Interpretive Plan.
- Contributes to telling the story of agriculture; enhances or expands new or different stories.
- Evidence of exhibit, sign and/or interpretive design plan.
- Develops positive visitor experiences consistent with the SSNHA Interpretive Plan.
- Fulfills a demonstrated area of need within your site or organization.
- Contributes to the development of the Heritage Area region.
- Project Goals enhance the site/organizational goals.
- Affiliation with SSNHA. (Priority is given to SSNHA designated partner sites. Contact SSNHA staff to discuss designation.)
- Matching funds.
- Evaluation Plan.

SILOS & SMOKESTACKS REVIEW PANEL AND CONFLICT OF INTEREST

In order to maintain the highest standards of fairness in the competition for grants, Silos & Smokestacks operates to avoid any possible conflict of interest. Any member of the Grants Committee and Board of Trustees will abstain from deliberating or voting on any proposal in which he/she is connected through employment, through service as an unpaid consultant to the project, or as an officer or other representative.

INFORMATION AND ASSISTANCE

Staff is available to assist you with your questions or to discuss your proposal in advance of its submission. You are encouraged to call early in your proposal development to produce a thorough application.

A SSNHA Grant Programs Information Session will be held February 2009, from TBA to assist potential grant applicants.

For more information about Silos & Smokestacks National Heritage Area General Grant Program or questions regarding this application, please contact:

Silos & Smokestacks National Heritage Area
Candy Streed, Program & Partnership Director
PO Box 2845
Fowler Building
604 Lafayette Street, Suite 202
Waterloo, IA 50704-2845
Phone: (319) 234-4567
Fax: (319) 234-8228
Email: cstreed@silosandsmokestacks.org

2009 SSNHA GENERAL GRANT PROGRAM APPLICATION FORM

Answer the following questions in the space provided.

1. Project Summary

Specifically describe the grant project in a clear and concise summary. Begin by completing this sentence: The (name of your organization) seeks a SSNHA General Grant to _____.

2. Goals

Address the goals of this project and how it fits into the overall goals for your site or organization. Explain how the project fulfills a demonstrated area of need.

3. Interpretive Themes

Number in order of priority those interpretive themes which relate to this grant project as applicable.

- | | |
|---|---|
| <input type="checkbox"/> The Fertile Land | <input type="checkbox"/> Higher Yields: The Science and Technology of Agriculture |
| <input type="checkbox"/> Farmers and Families | <input type="checkbox"/> Farm to Factory: Agribusiness in Iowa |
| <input type="checkbox"/> The Changing Farm | <input type="checkbox"/> Organizing for Agriculture: Policies and Politics |

Describe and/or attach examples of how your theme(s) will be preserved or interpreted through the proposed project. Include references to subcategories from the Silos & Smokestacks Interpretive Plan. When applicable and where available, attach an interpretive plan, exhibit design, sign design, or other documents to illustrate your project.

How does the project contribute to telling the story of agriculture; does it enhance or expand new or different stories? How does the project contribute to development of the Heritage Area region?

2009 SSNHA GENERAL GRANT PROGRAM APPLICATION FORM

4. **Visitor Experience Need**

How will the proposed project develop positive visitor experiences consistent with the SSNHA Interpretation Plan?

5. **Timeline** - Describe the timeline of the project. Outline key threshold tasks including beginning and ending dates for each task.

6. Evaluation

How will you evaluate the project goals after completion? What are anticipated outcomes to individuals, customers, participants as a result of this grant project? What are the anticipated impacts to your organization or community because of this project?

2009 GENERAL GRANT PROGRAM PROJECT BUDGET

Please complete the following budget for your project and attach a Budget Explanation to further explain budget items in detail.

	<u>Grant Request</u>	+	<u>Cash Match</u>	+	<u>In-Kind</u>	=	<u>Subtotal</u>
Consultant							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Personnel Use							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Contract for Services							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Travel Expenses							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Equipment Expenses							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Materials & Supplies							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Other Expenses (Be specific)							
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
_____	_____		_____		_____		_____
Column Totals	_____		_____		_____		_____

Source of Cash and In-kind Match: _____

