

Silos & Smokestacks National Heritage Area 2018 General Grant Criteria

Applications are due by Noon CST on **August 31, 2018**



Grant Programs

INFORMATION & 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
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This application is available online at
www.silosandsmokestacks.org/grants



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 a 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. Today there are 49 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.

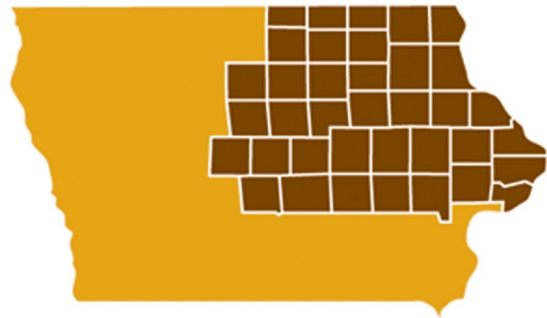
The National Park Service determined that northeast Iowa is a living landscape of heritage resources of national significance. Within the 37-county area, much of the heritage of America's agricultural revolution still exists and is in need of preservation and interpretation. Iowans and visitors desire opportunities to learn about the farms, the industries, and the people who strive to maintain a wholesome food supply.

Silos & Smokestacks National Heritage Area's 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 stories of the area are 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 embodies 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 country 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 stories 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 the "[Partner Resources](#)" section on our web site to [download a copy](#).

ELIGIBLE APPLICANTS

Eligible applicants must be one of the following: a non-profit organization, a local or regional government, or a federally recognized Indian tribe. This includes designated SSNHA non-profit or governmental Partner/Emerging Sites. 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 \$50,000 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 projects awarded.

ELIGIBLE PROJECTS

Funds may be used for planning assistance, educational programs, interpretation, marketing, exhibit displays, event programs, and interpretive signage. **In an effort to expand the current agricultural story in the Heritage Area, greater consideration will be given to projects and programming that incorporate interpretation of the today's agricultural story.** Funds may NOT be used for historic preservation/infrastructure projects.

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 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.

Projects that have greater than a 1-1 non-federal match will be given priority consideration.

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 are considered in-kind match and must be documented. Unacceptable matches include operating costs of sites/organizations and routine repair and maintenance costs. More information regarding volunteer hours value for match can be found online at www.silosandsmokestacks.org/grants.

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 2018 SSNHA GENERAL GRANT PROGRAM

August 31, 2018 by Noon CST

All applications must be submitted online.

October 2018

Grant awards announced.

December 31, 2019

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, 2019**, whichever comes first.

The SSNHA General Grant Application is available online at www.silosandsmokestacks.org/grants

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 Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards (2CFR 200), as applicable.

- Comply with all applicable laws including but not limited to the following, as applicable:

- [Section 106 of the Historic Preservation Act](#).
- Secretary of the Interior Standards ([here](#) or [here](#)).
- Native American Graves Protection and Repatriation Act ([NAGPRA](#))
- National Environmental Policy Act ([NEPA](#))
- Americans with Disabilities Act ([ADA](#))

- [Comply with the Davis-Bacon Act](#) for construction contracts over \$2,000.

- Provide certificate of General Liability Insurance (\$1,000,000 per occurrence).

- IRS Letter of Determination 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.

- Outdoor sign grant projects are required to follow the SSNHA Sign Guidelines. (Contact the SSNHA office for a copy).

- 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-425 fiscal and final performance reports, including photographs of project and program activities.

PROJECT APPLICATION REQUIREMENTS

All applicants must fill out the online application form and answer all questions in the space provided.

All applications must be submitted online by Noon CST on August 31, 2018.

I. Application Form (must be filled out electronically)

Go to www.silosandsmokestacks.org/grants. At this page you will find the link to fill out the online grant application form. The form is split into 8 pages. To save and return to the application later, the applicant must complete the first page. At the top of the consecutive pages will be a gray bar that reads "Save & Continue Survey Later." Click to fill in your email address twice. Applicants will be emailed a personalized link to your application.

Once the application is complete you will be prompted to review all your answers & download a PDF version for your records.

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 current agricultural story.
- 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 and Emerging Sites. Contact SSNHA staff to discuss designation).
- Matching funds.
- Plan for project sustainability beyond grant.
- 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.