



Silos & Smokestacks National Heritage Area (SSNHA) established the COVID-19 Resilience Program Award to help those designated SSNHA Partner Sites affected by the impact of the Coronavirus in the heritage area. This program will address the immediate and longer-term needs of heritage area sites in reconnecting with their audiences with agricultural stories and experiences and/or reopening in this new COVID environment.

#### **Award Criteria**

SSNHA will consider award requests to:

- Support Organizational Adaptivity. Strengthen the ability of SSNHA Partner Sites to address barriers to organizational functionality. This includes organizational technology and other infrastructure supports, such as PPE and disinfecting supplies, to enable continued work.
- Support Programmatic Adaptivity. Strengthen the ability of SSNHA Partner Sites to preserve and tell the story of American agriculture by shifting and/or expanding existing work to support audiences, members, and stakeholders. Examples include digital engagement, online outreach, etc.
- Assist SSNHA Partner Sites experiencing staffing and/or volunteer gaps due to quarantines and physical distancing.
- Help SSNHA Partner Sites cover operating expenses incurred during pandemic-related closures and cancellations, such as staffing, utilities, and rent.

#### **Award Cycle (March 1 - August 31, 2020)**

Application cycle opens May 18, 2020 and closes when funds are depleted.

Applications must be made online at <https://www.silosandsmokestacks.org/partner/funding-opportunities/>

Award funds must be spent by August 31, 2020.

Final Report is due no later than November 30, 2020.

#### **Award Selection**

SSNHA staff will review applications and award funds on an ongoing basis, as quickly as possible. We expect the needs generated by this pandemic will exceed the available funds.

## Award Range

Awards of \$500 - \$2,500 will be made to eligible applicants based on the following chart:

<u>2019 Total Site Expenses</u>	<u>Maximum Funding Award</u>
\$10,000 - \$99,999	\$500
\$100,000 - \$299,999	\$750
\$300,000 - \$499,999	\$1,000
\$500,000+	\$2,500

## Eligible Applicants

Eligible applicants must be a designated SSNHA Partner Site. If a managing entity has more than one designated Partner Site, they may only receive one award.

## Eligible Costs

Funds may be used by designated SSNHA Partner Sites to adapt to the impact of the Coronavirus pandemic. Eligible costs may include:

- PPE and disinfectant supplies (masks, gloves, hand sanitizer/stations)
- Technology, software and equipment (tablets, webcams, laptops, microphones)
- Website development
- Operational costs (staff, rent, utilities)
- Adaptations to site to meet reopening guidelines (contract services, signage)

Funds may NOT be used for historic preservation/infrastructure projects, fundraising campaigns of any type, creation of or addition to endowment funds, payment of debt or legal settlements, and lobbying.

## Applicant Match Requirement

In accordance with Silos & Smokestacks National Heritage Area's authorizing legislation requiring a minimum of a 1:1 match to each federal dollar spent, each applicant must document their ability to provide matching funds at the time of application by completing the SSNHA Partner Site Match Worksheet. Your eligible match will be calculated by your site's 2020 budgeted expenses for the award cycle of March 1 – August 31, 2020, and your percentage of your site dedicated to preserving and telling the story of agriculture. See Partner Site Match Worksheet below for further explanation.

## Awardee Responsibilities

Before submitting your application, the authorizing official of the applicant site should review the following awardee responsibilities to determine if the site is able to comply with these requirements. The awardee is required to:

- Be subject to the provisions of Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards (2CFR 200), as applicable.
- Allow inspection of program award records by Silos & Smokestacks National Heritage Area and authorized federal agencies during the funding period and up to three years following

- completion of the program award.
- Provide SF-425 fiscal and final performance reports as requested, including photographs of project and program activities.
  - Comply with all applicable laws including but not limited to the following, as applicable:
    - [Section 106 of the Historic Preservation Act](#).
    - Native American Graves Protection and Repatriation Act ([NAGPRA](#))
    - National Environmental Policy Act ([NEPA](#))
    - Americans with Disabilities Act ([ADA](#))
  - Acknowledge SSNHA funding in all printed materials, exhibits, signage or other projects supported by this award 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.

### **Additional Information and Assistance**

Staff is available to assist you with your questions or to discuss your application in advance of its submission. For more information or questions regarding this application, please contact: Candy Welch-Streed at [cstreed@silosandsmokestacks.org](mailto:cstreed@silosandsmokestacks.org) or Laura Elfers at [lelfers@silosandsmokestacks.org](mailto:lelfers@silosandsmokestacks.org). Or, you may call them at 319.234.4567.

This application is available online at <https://www.silosandsmokestacks.org/partner/funding-opportunities/>.

## **SSNHA Partner Site Match Worksheet**

Silos & Smokestacks National Heritage Area is required to provide a minimum of 1:1 match for every federal dollar we expend. The COVID-19 Resilience Program Awards will require a match. Because these awards will be providing funds for potential operating costs as well as items that may not be a regular part of your programming, Silos & Smokestacks is using a general form of documentation for your match. This match will be considered a cash match since your expenses are paid in cash.

Information you provide in this form will help us determine the amount of match we can use for your award. Please remember that all funds awarded by Silos & Smokestacks are subject to the provisions of Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards (2CFR 200), as applicable.

The information we are requesting for this program award is your site's 2020 budgeted expenses for the award cycle of March 1 – August 31, 2020, and your estimate of the percentage of your site dedicated to preserving and telling the story of American agriculture. Below is an explanation of the information we are seeking.

Definitions of items:

### **Site Budgeted 2020 Expenses for six months March 1- August 31, 2020:**

Your site budget should include both expenses incurred specifically by your site to cover salaries, rent, utilities, supplies, and other costs related to your daily operations, and all costs related to implementing the programs of your site, including program supplies and materials, volunteer costs, staff hired specifically for a program, and any other costs directly related to carrying out the programming at your site. For your site expenses only count those costs directly attributable to your site. If you're a county or city funded program do not count the entire county/city budget. Just the expenses of your site.

This program award cannot be used for the following costs. Do not include them in your budget for this application:

- fundraising campaigns of any type
- costs related to lobbying of federal legislators
- creation of or addition to an endowment fund
- payments of debt or legal settlement,
- costs of historic preservation or infrastructure projects, and
- any items that are paid for by other federal funds during the award cycle of March 1 – August 31, 2020. (i.e. eliminate any items in your budget that are paid for by federal funds. For example, a program funded through the National Endowment for the Arts should not be included in your budget, or any salaries or expenses that are being paid during the award cycle through PPP dollars received from the CARES ACT.)

### **Percentage of your site dedicated to preserving and telling the story of agriculture:**

We recognize many partner sites tell more than an agriculture story. To become a designated partner site, sites had to select what parts of the agriculture story they were going to tell. These areas are: ([SSNHA Interpretive Plan](#))

- The Fertile Land
- Farmers and Families
- The Changing Farm
- Higher Yields: The Science and Technology of Agriculture
- Farm to Factory: Agribusiness in Iowa
- Organizing for Agriculture: Policies and Politics

Use these 6 areas of interpretation to help determine what percentage your site is dedicated to preserving and telling the story of American agriculture. For example, if your site is a farm giving tours you would be 100% Ag, but if you are a historical society that preserves the history of your county including agriculture, you may determine that only 50% of your site is dedicated to an agriculture story. These are just examples, the determination is up to you.

Silos & Smokestacks will use the percentage you provide to determine the maximum amount of your site expenses that could be used as match. This percentage WILL NOT be considered when determining distribution of program awards. Distribution of awards is based on the merits of the request. This information is solely for the purpose of Silos & Smokestacks to accurately document match for these awards.

**Documentation Requirements:**

Please document and keep in your files the following information.

- Your rationale for determining the percentage of your organization that preserves and tells the story of agriculture. This can be a written explanation of how you made your determination.
- The numbers/budget that you used to determine your site’s 6 months expenses.

You do not need to send your documentation to Silos & Smokestacks but it must be documented and kept in your files for possible future NPS audits.

**FINANCIAL INFORMATION FOR COVID-19 RESILIENCE PROGRAM AWARD**

**MATCH DOCUMENTATION**

\$ \_\_\_\_\_ **Site’s Budgeted Expenses for 6 months Mar. 1-Aug. 31, 2020**

(DO NOT include any budgeted items that are paid for by other federal funds or ineligible funding items)

\_\_\_\_\_ % **Percentage of your site dedicated to preserving and telling the story of agriculture**