KENAI MOUNTAINS–TURNAGAIN ARM
NATIONAL HERITAGE AREA

Annual Grant Application webinar
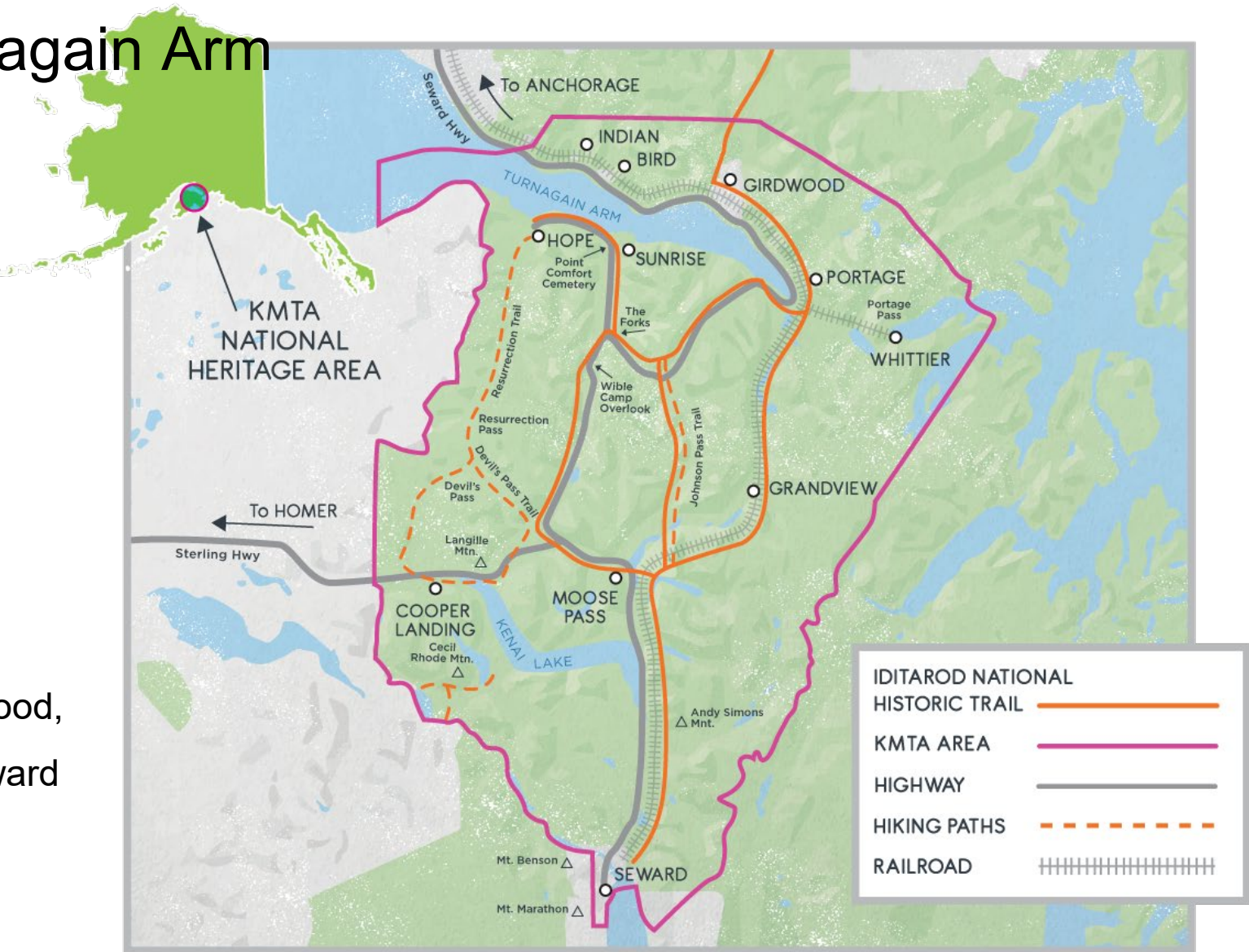
January 2021

The Kenai Mountains–Turnagain Arm National Heritage Area

Established in 2009, the Kenai Mountains-Turnagain Arm National Heritage Area includes parts of:

- Chugach State Park

- Chugach National Forest

- Kenai Fjords National Park

- Includes the communities of Indian, Girdwood, Portage, Whittier, Hope, Moose Pass, Seward and Cooper Landing

What we are about

COLLABORATE

ADVOCATE

PROMOTE

MISSION

To recognize, preserve, and interpret the historic, scenic, natural resources, and cultural landscape of the Kenai Mountains-Turnagain Arm historic transportation corridor, and to promote and facilitate the public enjoyment of these resources.

Kenai Mountains-Turnagain Arm Corridor Communities Association

KMTA CCA is a 501 (3) non-profit organization to preserve, protect, and promote the historical, cultural, natural, and recreational assets of the National Heritage Area

Program Areas

Education Program

Publication Program

Trail Program

Grant Program

What we do…

- We partner with communities from Seward to Girdwood and Cooper Landing to Whittier to tell your stories.

- We equip your local museums, schools, and trail groups to investigate and show your history through small grants and the platform of a National Heritage Area.

- We are unique for our promotion of public-private partnerships.

- For every federal dollar we give out, it is matched with grassroots work or donations.

Grant program

- KMTA seeks to **equitably fund diverse activities, geographically distributed** throughout the communities of the Heritage Area.

- KMTA has an annual grant cycle. **Submission deadline is March 12th**

- Grants are by reimbursement only

3-Yr Programmatic Grants

- Museums & Historical Societies

- Youth Programs

Publication Grants

Community Grants

Mini-Grants – rolling basis

- Field Trips $500

- Training Scholarships $350

KMTA Grants are Federal Funds…

Subject to federal laws and regulations

- **Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards (2CFR200)**

- **Section 106 Historic Preservation Act, National Environmental Protection Act, Buy American Act, and others**

- **Require a 1:1 match of non-federal funds**

3-Year programmatic grants

- Available to established Historical Societies, Museums and Youth Education Groups within the NHA.

- $3,000 annual programmatic funding for up to 3 years.

- To apply, complete the community grant application & check the box for "programmatic grant."

Once awarded, this 3-year agreement is dependent on the grantee's timely submission of completed annual reports and informal check-ins throughout the year.

An award letter approving renewal of annual funds will be issued each year.
Annual renewal of the grant is subject to availability of National Park Service funding.

Publication grants

- Available for $5,000 to $10,000

- KMTA funds a variety of publication mediums, including print and digital media projects.

- To apply, see publication instructions:

- https://kmtacorridor.org/publication-grants/

Funding may cover costs related to writing, editing, publishing, printing, and launching the publications project.

Please note, the applicant (i.e. author and/or publisher) will retain all copyrights, duties and obligations associated with the publication. KMTA does not obtain copyrights of any kind.

Publication Projects must…

Show a solid relationship to preservation, interpretation, and promotion of the National Heritage Area's resources;

Produce a 1:1 match of funds from a non-federal source;

Demonstrate a clear benefit to the public and appeal to the general public;

Be produced to meet industry standards and best practices for the publication type.

Complete Grant Application includes:

- Project Pitch/Synopsis (1 page)
- Narrative Application
- Publication Sample (i.e. manuscript excerpt; illustration example; video trailer)
- Bibliography of previously published work
- Budget Worksheet

https://kmtacorridor.org/publication-grants/

Community grants

First-time applicants may request between $1000 – $10,000.

Viable projects <u>must:</u>

- Be undertaken within 14 months.
- Show a solid relationship to preservation, interpretation, and promotion of the region's resources with an emphasis on establishing partnerships.
- Demonstrate a clear benefit to the public and support from the community affected.
- Have a significant impact on the Heritage Area.

LARGE CAP
Up to $24,500
(only available for grant recipients with an established history with KMTA)

MID-CAP
Up to $10,000

SMALL-CAP
Up to $5,000

KMTA Community Grant Guidelines

- A community, non-profit or governmental organization active within the Heritage Area must sponsor the project.

- This includes organizations with an interest in the Heritage Area as part of a larger sphere of activity.

Application

- Application Narrative
- Budget Worksheet
- Letters of Support
- Submit via email

Grants will be scored based on the following

- Project must be within the National Area.

- A project liaison/manager must be identified.

  ☐ Historic Preservation
  ☐ Education
  ☐ Signage
  ☐ Trails and Recreation

- Project must be consistent with Heritage Area purposes, and increase public awareness and appreciation for the natural, historical and cultural resources.

Essential Criteria continued…

- Involvement, collaboration, and communication with stakeholders will be part of the development of project proposals.

- If public lands are involved, project must have the approval of the governmental agency.

- Proposal adequately addresses Section 106 Compliance.

- Project proposals that alter the community landscape (i.e. installing signs, murals, trails, monuments, etc.) must include letters of support from the landowner and/or community council.

Essential Criteria continued…

- Matching non-federal funds of at least 50% of total project costs must be committed (1:1 match).

- Project proposal must include a reasonable, feasible budget and schedule.

- Budget narrative and worksheet must be complete and identify sources of match.

- Must include a plan for maintaining the improvements for the benefit of the public, describe the longevity of the project, and explain the short-term and long-term impacts of grant money invested today. (i.e. what's the *return on investment*?)

Essential Criteria continued…

- Funding for preserving privately owned historic structures will be limited to aspects that are visible and accessible to the public.

- KMTA must be recognized as the sponsor of the project through public outreach, advertisement, logo visibility, and any published materials.

- Any trail signs, interpretative signs, or wayfinding should include similar design components that match other existing signs found near the project area.

Additional Considerations: Desirable, not required

- Project will encourage the economic viability of the community and the region.

- Project will employ local people.

- Project will create a new partnership benefiting the purposes of the Heritage Area.

- Project will be over-matched by partnership funding.

- Project will involve young people and help them learn about the Heritage Area.

- Project will build on a proven success by expanding and enhancing a previously successful project.

To Apply, compile the following:

Application Narrative

Budget Worksheet

Supplemental Items: letters of support

Email to: amandasassi@kmtacorridor.org

https://www.kmtacorridor.org

KENAI MOUNTAINS–TURNAGAIN ARM
NATIONAL HERITAGE AREA

RESOURCES & GRANTS   PROGRAMS & EVENTS   EXPLORE KMTA

RESOURCES

DOCUMENTS & LINKS
MANAGEMENT PLAN
FAQ

GRANTS

ANNUAL GRANT GUIDELINES
MINI GRANTS
GRANT REIMBURSEMENT
GRANT AWARD HISTORY

GRANT GUIDELINES

APPLY NOW

KMTA GRANT APPLICATION INSTRUCTIONS

KMTA's Grant Cycle is open from January 11th, 2021 to March 12th, 2021

📄 KMTA GRANT GUIDELINES

📄 KMTA GRANT APPLICATION

📄 KMTA GRANT PROJECT BUDGET WORKSHEET

Questions & Grant applications can be emailed to amandasassi@kmtacorridor.org

Looking for Publication Grant Info? Click here.

KENAI MOUNTAINS–TURNAGAIN ARM
NATIONAL HERITAGE AREA

KMTA GRANT APPLICATION

2021

ELIGIBILITY FOR GENERAL COMPETITIVE GRANTS:

This is the main granting program for KMTA. The award range for competitive grants is $1000 to $10,000 for first-time applicants. Grant recipients with an established history may be awarded $1000 to $24,500. Applicants must complete and submit a copy of the grant application and budget to be considered for a competitive grant award.

Viable Projects Must:

1) Show a solid relationship to preservation, interpretation, and promotion of the region's resources with an emphasis on establishing partnerships;
2) Produce a 1:1 match of funds from a non-federal source;
3) Demonstrate a clear benefit to the public;
4) Have a significant impact on the Kenai Mountains-Turnagain Arm National Heritage Area.

All Competitive Grant projects must be undertaken and completed within a 14-month period. Project performance period begins upon receipt of award notification.

Section 106 of the National Historic Preservation Act (NHPA) requires Federal agencies to consider the effects of federally funded projects on historic properties and to afford the State Historic Preservation Office (SHPO) an opportunity to comment on such projects. Because KMTA grants are from a federal source, any undertakings will require the applicant to complete Section 106 of the National Historic Preservation Act, and the project must meet the Secretary of Interior's Standards for the Treatment of Historic Properties. Compliance efforts related to Section 106 must be factored into your project's planning efforts (i.e. project timeline and resources devoted to consultation). If you are unfamiliar with Section 106 guidelines, please contact Kenai Mountains-Turnagain Arm National Heritage Area for assistance.

Complete Grant Application must include:
1. Narrative Application Steps 1 – 3 (begins on the next page)
2. Budget Worksheet
3. Email complete grant application and any additional information, attachments or pictures to: amandasassi@kmtacorridor.org

Questions? Contact KMTA Program Manager, Amanda Sassi at: amandasassi@kmtacorridor.org or call 907-252-5109

KENAI MOUNTAIN
NATIONAL

APPLICATION STEP 1: SECTION 106 FLOWCHA

If your project has the potential to impact historic properties o
incorporated into the project. To assist efficient grant preparation,
as a first step for all applicants. Please note that completing the flowcha
and thus Section 106 compliance and obligations may continue until the project en

Please address the following before moving to Step 2 of this application

Does your project involve any ground disturbance (i.e. trail work, sign installation, construction, etc.), or physical impact to buildings or property (i.e. restoration, repair, construction, mural installation, etc.)?	
YES ↓	**NO** ↓
Submit Cultural Resource Presence/ Absence Information Request to the State Historic Preservation Office (SHPO) Email oha.revcomp@alaska.gov: 1. Project description. 2. Mention this is a potential KMTA grant project 3. Include location information: a map or lat/long to help SHPO find the location to check for known cultural resources. You will learn if any known properties impacted by your project are currently listed-in, eligible-for, or potentially eligible for the National Register of Historic Places.	Proceed to STEP 2 of Grant Application (Examples include: curriculum development, publications, field trips, classroom activities, outreach / education, and storytelling)
SHPO will respond with information related to cultural resources and/or historic properties in your project area.	

The Narrative Application is a word doc that looks like this

Application Narrative

3 Steps

Step 1

    Section 106 Flow Chart

Step 2

    Narrative: Answer questions, addressing essential criteria

Step 3

    Budget Worksheet: Material & Labor Costs; Non-federal 1:1 match

Section **106** Historic Preservation Act

Why a Section 106 Flow Chart?

- Encourage applicants to think about Section 106 and their project at an early stage.
- Applicant may incorporate additional costs & timeframe into application.
- Applicant may realize they need to split their project into phases.

What Triggers Section 106 Review?

- Moving dirt (Trailwork; Digging; Building; Installing)
- Historic Property work

National Park Service
Patrick Lewis
Cultural Resource Program Manager
patrick_lewis@nps.gov
907-422-0543

State Office of History & Archaeology
Email: dnr.oha@alaska.gov

Chief State Historic Preservation Officer (SHPO)
Judith Bittner (907) 269-8715

Section 106 Flowchart

Does your project involve breaking ground (trail work/ sign installation/ construction), building restoration or repair, building construction, mural installation, or any activities that physically impact buildings or property?

YES ↓	**NO** ↓
Submit Cultural Resource Presence/ Absence Information Request to the State Historic Preservation Office (SHPO) Email oha.revcomp@alaska.gov: Project description, Mention this is a potential KMTA grant project Include location information: a map or lat/long to help SHPO find the location to check for known cultural resources. You will learn if any properties impacted by your project are currently listed-in or eligible-for the National Register of Historic Places.	**Proceed to STEP 2 of Grant Application** (Examples include: curriculum development, publications, field trips, classroom activities, outreach/education, and storytelling)
SHPO will respond with *Presence* or *Absence* of cultural resources and/or historic properties	
Are there historic properties or cultural resources present?	

YES ↓	**NO** ↓

Section 106 Flowchart

Project must comply with Section 106; Proceed with Section 106 Project Review Contact KMTA to discuss scale and scope of Section 106 Compliance for your specific project. KMTA will connect you to the National Park Service Archeologist for further guidance if needed. Hiring a Contractor for Site Survey may be required.	**Proceed to STEP 2 of Grant Application** Include letter from SHPO stating "absence" of cultural resources with grant application.
Submit Section 106 Project Review to SHPO http://dnr.alaska.gov/parks/oha/pdf/106application.pdf This _____ You _____ 106	
Was your project ____ an Adverse Effect on cultural resources?	

*If you discover a project review/ cultural survey is required, then you can incorporate these costs into your grant application

YES ↓	NO
Further consultation required to mitigate adverse effects. Continue w/ Sec 106 compliance Contact KMTA and work with NPS Archeologist _____ discuss mitigation options and create a Memorandum of Agreement (MOA) with SHPO. _When historic properties may be harmed, Section 106 review usually ends with a legally binding agreement that establishes how adverse effects will be avoided, minimized, or mitigated._	Please submit any SHPO correspondence with your grant application

GRANT APPLICATION STEP 2

Date: _____

Sponsoring Organization: _____

Contact Person: _____

Address: _____

Phone: _____

Email: _____

Grant Request Amount: $_____

Matching non-federal funds & in-kind contributions (Amt): $_____

Project Name: _____

Are you applying for a 3-Year Programmatic Grant? *($3,000*

Historical Societies, Museums, and Youth Education Groups

☐ Yes

☐ No

Project Description:

Funding Category (Check all that apply)

☐ Historic Preservation
☐ Education
☐ Signage
☐ Trails and Recreation
☐ Publications

Is your project within the Heritage Area? (Some exceptions can be made for support of exhibits about the National Heritage Area. One example might be an exhibit about the Dena'ina people which will be housed in the Anchorage Museum.)

☐ Yes
☐ No

NARRATIVE
- 9 Narrative Questions
- 8 Budget Questions
- Specify if *Programmatic Grant Application*.

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1. How does your project increase public awareness and appreciation for the natural, historic, scenic, and cultural resources of the KMTA National Heritage Area?

2. Who are the audience and participants that will benefit from your project?

3. What partners will be included as part of this project and how will they be involved? (Involvement, collaboration, and communication with stakeholders is essential for a strong ... osal.)

... roject objectives and describe how you will measure the success of each

... KMTA be recognized or involved with your project?

... nvolved? (If so, the project must have the approval of the governmental

... volved in the project?

☐ No

If youth will be involved in the project, please explain:

8. If a private owner of a historic structure/project, are you committed to maintain the historic appearance of the structure for a reasonable length of time? *(Heritage Area funding for privately owned historic structures will be limited to preservation of aspects of the structure that are visible and accessible to the public.)
   ☐ Yes
   ☐ No
   ☐ NA

9. Does your project have the potential to impact cultural resources and/ or historic properties? If so, please explain the current status of your project in regards to Section 106 compliance (reference flowchart from Step 1), and how you plan to pursue compliance with the State Historic Preservation Office (SHPO).

8. Please describe the longevity of this project and how it will be maintained into the future. What are the short-term and long-term benefits to the public?

BUDGET WORKSHEET

How did you arrive at your costs?

Materials: Have a Price
People: Have a Rate and #Hrs

Questions? Call us when you begin to fill out this form.

INDIRECT RATE ➡️

KENAI MOUNTAINS–TURNAGAIN ARM
NATIONAL HERITAGE AREA

Kmta Grant APPLICATION 2021

ITEMIZED PROJECT BUDGET

Legal name of organization: _____ Date: _____

Indicate if organization is: _____ Non-profit
_____ Government
_____ Private

Project title: _____

KMTA Grant Request: _____
All KMTA funds must be matched 1:1 with other non-fedederal funds.

Under COSTS, list specific project components and the cost of each. Separate capital items from non-capital items (for example, do not include shipping, installation, or training as part of the cost of a capital item).

Under SOURCES of FUNDING, list the sources of funding for each component and indicate whether those funds are pending, committed, or secured; and whether they are cash or in-kind.

(*Delete examples in red font before completing the form)

COSTS (Expenses)				SOURCES OF FUNDING (Revenue)			
Item List each project component	Hourly Rate or Item Cost	# Hours or Item Quantity	Subtotal Cost (Hrly Rate* #hrs)	KMTA Request Amount	Other funding (Match) Amount	Other sources of funding - Name and list each source of revenue for each item.	Indicate whether revenue is pending, committed, or secured; whether cash or in-kind.
EXAMPLE: Trail Crew Volunteer	$28.19	30	$84		$846	In-Kind	Pending summer volunteers
EXAMPLE: Gallons of Paint	$60	10	$600	$600		NA	NA
EXAMPLE: Tractor Rental	$900	1	$900	$300	$600	In-Kind	Secured from tractor owner
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
			$0				
*In-Direct Rate			$234	$90	$144	In-Direct In-Kind Match	Federal de minimus 10%
TOTALS			$2,570	$990 KMTA Funding	$1,580 Match		

KMTA Grant Request _____ $990

*Please note, indirect costs are now considered eligible expenses. If your organization has an approved federal indirect rate you may include...

Grant Budget

Eligible Expenses

- **Paid Labor/ Contractual Services**
- **Materials/ Supplies/ Equipment**
- **Building Use/ Space Rental**
- **Travel**
- **Indirect (10% de minimus rate)**

Eligible Match – requires documentation!

- **Volunteer Labor**
- **Donated Equipment/ Material**
- **Cash match for material expenses**
- **Paid labor directly related to project**
- **Indirect (10% de minimus rate)**

Ineligible Expenses

General operating expenses outside of project scope

Fundraising costs / lobbying costs

Catering, *food and beverage, entertainment costs

*Exceptions for food costs may be made if essential for programmatic purposes. Written prior approval is required.

Supplemental documents

- Letters of Support from Partners/Community Stakeholders
- Section 106 Review Documentation – letter/email from SHPO
- Budget Quotes from Contractors

Grant Recipient Responsibilities

🌲 **Adhere to all regulations and laws** applicable to federal funds.

🌲 Project must provide appropriate **acknowledgement of KMTA sponsorship** on signs, printed and electronic material, including the appearance of the KMTA logo and statement of sponsorship (logo to be provided by KMTA).

🌲 **Funds are distributed via reimbursement** after all supporting documentation and reports have been received.

Site visits of 25% of projects will be conducted annually by Program Staff, and selected at random.

Conflict of interest

- Applicants have a duty to disclose any conflicts of interest that may exist within the project budget.

- A conflict of interest may occur when an interested person or entity has financial or personal interest in the grant award, which may result in monetary or personal gain.

- A conflict of interest does not mean the application will be excluded from consideration, *rather the applicant has a duty to disclose any COI and justify the reasons for proceeding with the project transactions despite the COI.*

2021 Timeline

January 11th – Annual Grant Application Period Opens

January 26 - Application Webinar (You are here!)

March 12th @ 5pm – Grant Applications Due

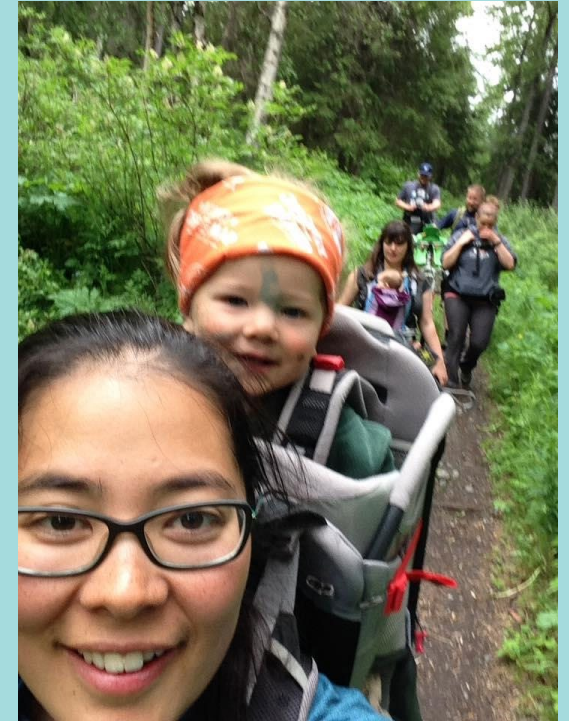**Early May** – KMTA CCA Board will Award New Grants

Mid May – Awards Announced, Contracts Prepared

Spring, Summer, Winter – Projects In-Process
- Quarterly check-ins required, informal

June 15th, 2022 – Final reports and reimbursement request due

If applications are received 2 weeks before submission deadline, KMTA program staff will complete initial screening and let applicants know if anything is incomplete, providing a chance to make changes and resubmit before deadline.

KENAI MOUNTAINS–TURNAGAIN ARM
NATIONAL HERITAGE AREA

https://kmtacorridor.org/grant-award-history/

GRANT AWARD HISTORY

EDUCATION AND INTERPRETATION

DISCOVER THE STORIES

Youth in Cooper Landing discovered their
past through in-person interviews of long
and research of the area.

**PARTNER:
COOPER LANDING
COMMUNITY CLUB**

SEE MORE EDUCATION AND INTERPRETATION PROJECTS

RECREATION

DISCOVER THE CORRIDORS

The newly constructed California Creek Bridge, which is
located on the Girdwood portion of the Iditarod National
Historic Trail, rises above the old bridge on the left.

**PARTNER:
THE GIRDWOOD
TRAILS COMMITTEE**

Volunteers help construct bridge over the summer.

SEE MORE RECREATION PROJECTS

HISTORIC PRESERVATION

REMEMBER THE STORIES

Numerous museums located in the KMTA have been
recipients of a Museum Development grant.

**PARTNER: HOPE & SUNRISE
HISTORICAL SOCIETY,
RESURRECTION BAY HISTORICAL
SOCIETY, PRINCE WILLIAM SOUND
MUSEUM / WHITTIER MUSEUM
ASSOCIATION, THE ROUNDHOUSE
ALYESKA MUSEUM**

SEE MORE HISTORIC PRESERVATION PROJECTS

Additional Resources

https://www.kmtacorridor.org/grants/

Section 106

State Office of History and Archaeology's website
http://dnr.alaska.gov/parks/oha/shpo/sec106.htm

Section 106 applicant toolkit page
https://www.achp.gov/digital-library-section-106-landing/section-106-applicant-toolkit

A Citizen's Guide to Section 106 Review
https://www.nps.gov/jacs/downloads/CitizensGuide_Section106.pdf
https://www.nps.gov/history/tribes/Documents/106.pdf

The Advisory Council of Historic Places
http://www.achp.gov

NEPA
https://www.nps.gov/subjects/nepa/upload/NPS_NEPAHandbook_Final_508.pdf

https://ceq.doe.gov/docs/ceq-publications/NEPA_NHPA_Section_106_Handbook_Mar2013.pdf

https://ceq.doe.gov/get-involved/citizens_guide_to_nepa.html

Buy American Act
http://www.wingovernmentcontracts.com/buy-american-act.htm

https://www.govinfo.gov/content/pkg/CFR-2012-title43-vol1/xml/CFR-2012-title43-vol1-part12.xml

2CFR200 Administrative Code
https://www.govinfo.gov/content/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-part200-appIV.pdf

Questions?

Contact: amandasassi@kmtacorridor.org

907-252-5109