

**MEMORANDUM**

TO: Mayor and City Council

FROM: Eric Mongan, City Planner

SUBJECT: A RESOLUTION DEMONSTRATING A COMMITMENT TO SUPPORT A GRANT APPLICATION FOR A DEPARTMENT OF THE INTERIOR – NATIONAL PARK SERVICE GRANT, THE PAUL BRUHN HISTORIC REVITALIZATION GRANT PROGRAM

DATE: February 21, 2024

Background:

The Department of the Interior – National Park Service is currently accepting applications for the Paul Bruhn Historic Revitalization Grant Program. This program is an opportunity for Certified Local Governments in rural economic areas to bolster economic revitalization through grant making. The Paul Bruhn Grant is a “Super Grant” in that the successful grantee will become the grantor for the award monies to further grantees. If successful the City would be in the position to disperse \$200,000.00 to \$750,000.00 for historic building renovation projects that bring about economic revitalization.


(See attached information flyer)

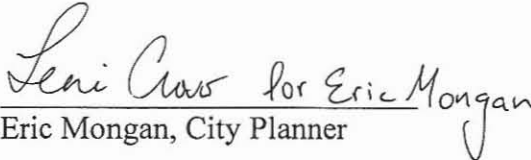
Recommendation:

That the City Council adopt the attached draft Resolution demonstrating its support of the City’s application for the Paul Bruhn Historic Revitalization Grant Program in the amount of \$750,000.00

Cost:

Staff time.

  
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Mike Sauerwein, City Manager

  
\_\_\_\_\_  
Eric Mongan, City Planner

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION DEMONSTRATING A COMMITMENT TO SUPPORT A GRANT APPLICATION FOR A DEPARTMENT OF THE INTERIOR – NATIONAL PARK SERVICE GRANT, THE PAUL BRUHN HISTORIC REVITALIZATION GRANT PROGRAM

WHEREAS, the City of Cottage Grove regularly seeks opportunities to support its Nationally Registered Historic District through grant writing, project management, and grant making; and

WHEREAS, as a component of being a Certified Local Government, the City offers through its Historic Preservation Commission an annual one to one façade renovation grant program with a maximum award of \$10,000.00;

WHEREAS, the purpose of the City's historic façade renovation program is to assist with the renovation/preservation efforts the available funds through the program are often insufficient to close the financial gap for the work that is needed; and

WHEREAS, the City of Cottage Grove was successful in being awarded an EDA Grant that will re-construct East Main Street from HWY 99 to the Coast Fork Willamette River; and

WHEREAS, the purpose of the re-construction of this portion of East Main Street is to initiate an economic rebirth in the Downtown Historic District; and

WHEREAS, the Paul Bruhn Historic Revitalization Grant Program is a perfect companion program that will provide needed financial resources to private property owners within the Historic District so that they can fully capitalize on the street re-construction and do their part in this multi-million dollar effort to revitalize the rural economy of Cottage Grove; and

WHEREAS, there is not a required non-federal monetary match requirement for the Paul Bruhn Historic Revitalization Grant Program; and

WHEREAS, the deadline for grant application submission is March 15, 2024 and it is recommended by staff that the City apply for the maximum award amount of \$750,000.00 with a program administration cost goal of less than 10%.

NOW, THEREFORE, BE IT RESOLVED that the City Council demonstrates its commitment to support an application for a Paul Bruhn Historic Revitalization Grant Program in the amount of \$750,000.00 and a maximum admin cost of 10% to fund a robust economic revitalization of the Cottage Grove Downtown Historic District a true All-America City (1967 & 2003) and true rural economy by allowing the City Manager to sign the necessary documents and allow the use of staff time to increase the likelihood of funding approval; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2024.

APPROVED:

\_\_\_\_\_  
Candace Solesbee, Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Mindy Roberts, City Recorder

Date: \_\_\_\_\_



# Paul Bruhn Historic Revitalization Grant Program



Essex County, NY - Town of Moriah, Hamlet of Port Henry. Main Street, Van Ornam & Murdock Block. Credit: Alex Scrodin

## Eligible Applicants

- Nonprofit, tax-exempt US organizations, with *or* without 501(c)(3) designation
- Tribal Historic Preservation Offices
- State Historic Preservation Offices
- Certified Local Governments (list provided at [go.nps.gov/clglist](https://www.nps.gov/clglist))
- Special district governments, excluding school districts

## Eligible Subgrant Recipients

- Properties listed in or determined eligible for the National Register of Historic Places
- Properties located in rural areas, which include all areas of a state outside of cities and towns with populations of 50,000 or more and adjacent urbanized areas as defined by the U.S. Census Bureau.  
See <https://eligibility.sc.egov.usda.gov/eligibility/welcomeAction.do?pageAction=irp> to find qualifying rural areas
- Properties within the grantee's jurisdiction

## What Is Funded

The Paul Bruhn Historic Revitalization Grant Program fosters economic development in rural communities through the rehabilitation of historic properties. The intent of this program is to provide funds to the recipient (referred to as prime grantees) that is regranted to projects that have been selected through a locally administered competitive process. Prime grantees determine the focus and criteria for their subgrant program and develop their own application process and criteria for choosing which buildings will receive subgrants. Subgrants could be limited to a single town, made available to rural communities in a particular county, or throughout a multi-county region or an entire state. Prime grantees cannot use grant funds for their own properties or submit applications for individual buildings or pre-selected projects.

## What Is Not Funded

- Construction of new buildings
- Acquisition of collections or historic sites
- Long-term maintenance or curatorial work beyond the grant period
- Reconstructing historic properties (recreating all or a significant portion that no longer exists)
- Moving or work on moved historic properties no longer eligible for listing in the National Register of Historic Places
- Cash reserves, endowments, revolving funds, or fund-raising costs
- Work performed prior to grant award or costs for work already completed or funded through other federal programs
- Lobbying or advocacy activities
- Administrative costs may not exceed 25% of the total program budget
- Miscellaneous costs, contingencies, reserves, and overhead



## Grant Amounts

Grant awards may range from \$200,000 to \$750,000. Please note that the selection panel may, at its discretion, award less than these minimum grant requests. An estimated number of 15-20 grants will be awarded.

## Selection Process

NPS personnel, and qualified Federal employees if needed, will review all complete proposals using the criteria outlined below. Reviewers' evaluations are based solely on the material provided in the application. Additional materials not specifically required by the application, and materials sent separately from the application, will not be considered. A summary of the review panel comments may be provided to the applicant if requested after the grant process is complete. Panel recommendations will be made to the Director of the National Park Service for final approval. NPS will conduct risk assessments on all programs prior to funding.

## Evaluation and Selection Criteria

Program descriptions must address, and applications will be rated on, each of the criteria listed below. NPS will evaluate and consider only complete applications that separately address and answer each of the four criteria. All criteria are rated equally.

### 1. Subgrant Program Objectives:

- a. Describe the proposed subgrant program. What are the programs' goals? Who are the intended beneficiaries and eligible subgrant recipients? What activities are you proposing to support? What subgrant amounts are you proposing? Are you requiring match?
- b. Describe the historic resources eligible to apply and their significance at the National, State, Tribal, or local level. If the resources are not currently listed in the National Register how do you propose to handle securing listing?
- c. Discuss how this subgrant program will preserve the history of the rural community for future generations.

### 2. Need/Urgency/Threat

- a. Describe the need, urgency, and threat the subgrant program addresses and what activities are necessary to achieve the program objectives. Include preservation and economic factors.
- b. Describe the economic development needs of the target communities/resources and how the program will foster economic development of rural communities.
- c. Describe how the proposed subgrant program relates to relevant economic development plans, revitalization plans, comprehensive plans, needs assessments, or studies.
- d. Describe how the subgrant program will meet the goals of relevant Statewide, Tribal or local historic preservation plans. Identify the specific goals, plan(s), and when they were developed and adopted.

### 3. Feasibility:

- a. Describe how the subgrant program will function including outreach, selection, compliance, monitoring, closeout, and easement execution.
- b. Discuss elements in budget justification to show that costs are necessary, reasonable, and allowable. Match is not required but may be considered as a competitive factor.
- c. Applicants with administrative costs of no more than 5% will receive the highest rating for this portion of the Feasibility rating criteria.
- d. Demonstrate how the subgrant program will be accomplished within the given timeframe (3 years) and with the given resources, while meeting all federal requirements and guidelines.
- e. Describe organizational experience with and ability to programmatically and financially manage a Federal subgrant program. Briefly describe who will be involved in managing the program and their qualifications, attach resumes/CVs as applicable.

### 4. Sustainability:

- a. Discuss how the program is the next logical step toward preservation and economic development of the rural communities/resources.
- b. Describe the impacts of the program after completion, including long lasting effects and how those results will be measured.
- c. Describe the public-private partnerships and community engagement involved in the program and how these partnerships will sustain and continue to support the resource(s) after the subgrants are complete, including how easements will be managed and enforced.

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## Process and Deadlines

This program is administered by the National Park Service. Applications must be submitted through Grants.gov. Registration in Grants.gov, SAM.gov, and other required federal systems to submit an application can take up to four weeks, so please start early. Extensions will not be granted due to incomplete registrations in these systems or applications.

Congress has appropriated \$12.5 million for this grant program in Fiscal Year 2023. Applications are anticipated to open in Fall 2023 and are due in Winter 2024.

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## Additional Information

Visit [go.nps.gov/revitalization](https://www.nps.gov/revitalization) for information about this grant program.

For more information on our other programs, please visit [www.nps.gov/stlpg](https://www.nps.gov/stlpg)

**For application assistance:**  
National Park Service  
[STLPG@nps.gov](mailto:STLPG@nps.gov)  
202-354-2020

**For Grants.gov assistance:**  
[support@grants.gov](mailto:support@grants.gov)  
1-800-518-4726