



KENAI MOUNTAINS-TURNAGAIN ARM

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**NATIONAL HERITAGE AREA**

**ANNUAL COMMUNITY GRANTS  
APPLICATION WEBINAR**

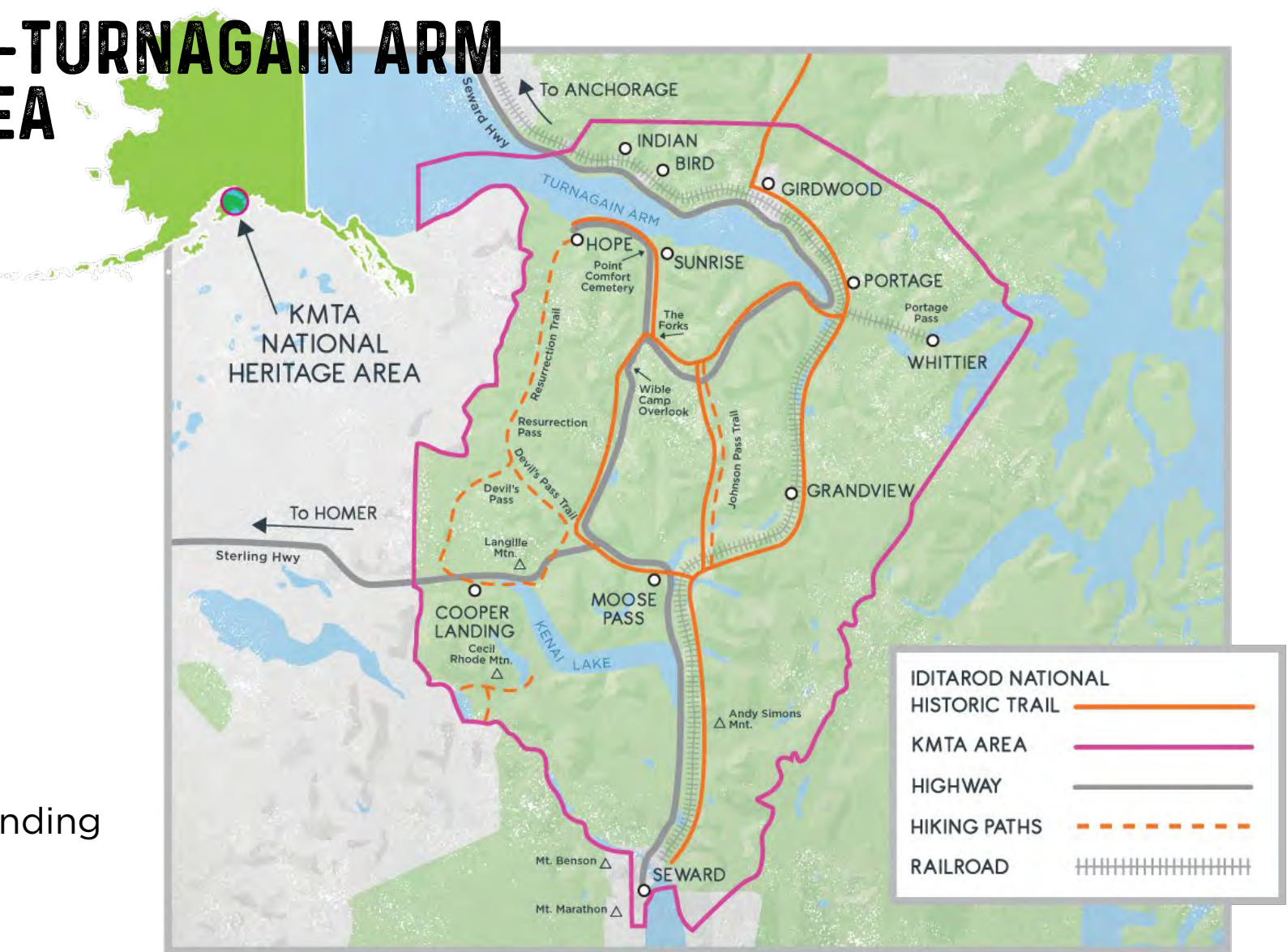
January 2020



# 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

## **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.

## **VISION**

To discover, preserve, and enable the unique relationships between the communities, resources, and landscape of the Kenai Mountains-Turnagain Arm National Heritage Area.

COLLABORATE

ADVOCATE

PROMOTE



# 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 work to preserve, promote and protect the cultural, historical and scenic amenities of the Kenai Mountains-Turnagain Arm area.
- ▲ 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 switched to an annual grant cycle. Submission deadline is March 6<sup>th</sup>

 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

Same application as “Community Grant”

- 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

Separate Application for Publication Grants

- Available for \$5,000 to \$15,000
- 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 \$300 – \$10,000.

## Viable projects must:

- 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.
- 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 Heritage 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.





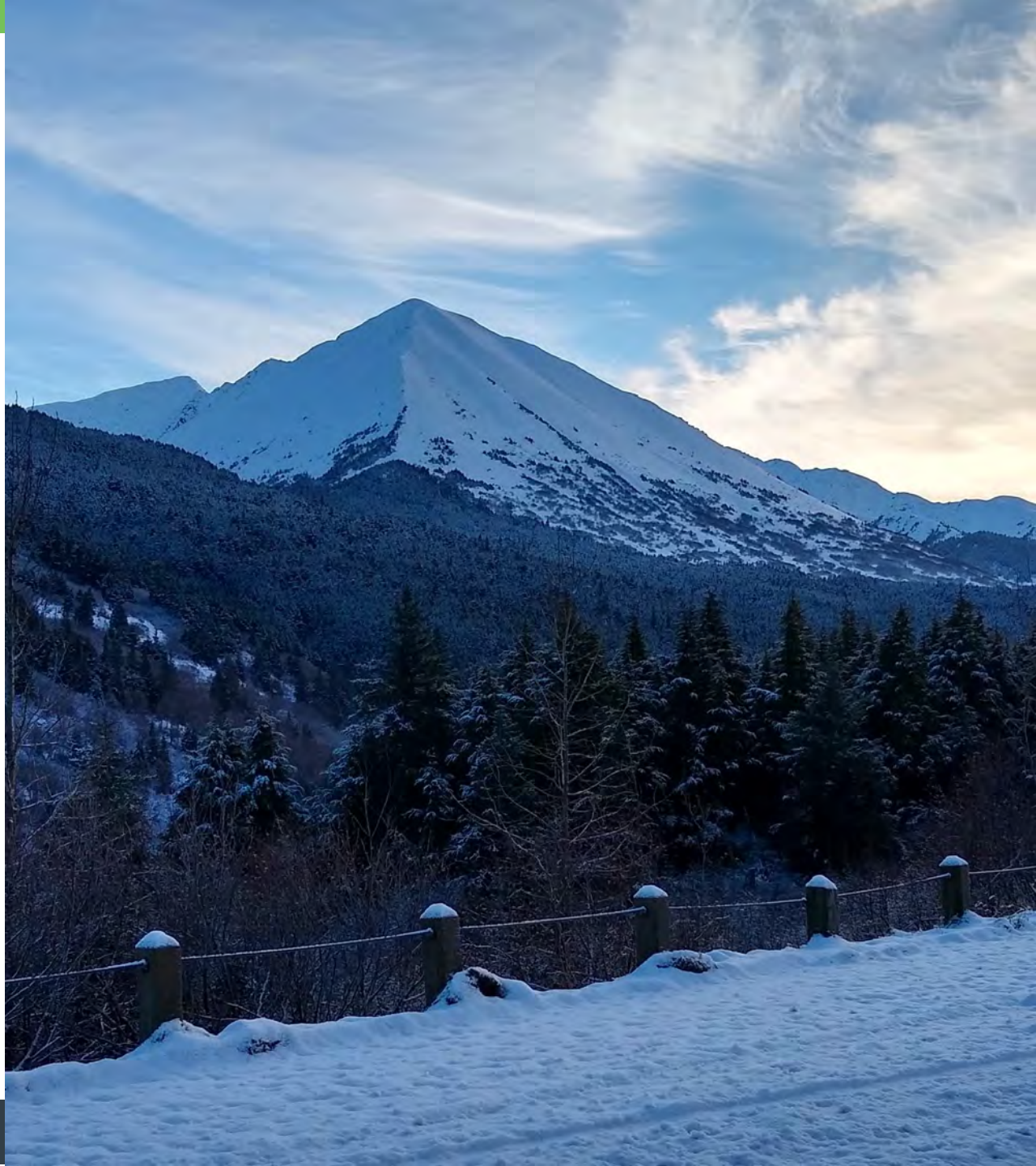
## ESSENTIAL CRITERIA CONTINUED.

- 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.



- If the project is part of a system of traveler information in the Heritage Area, it must be easily identified as components of the system, be safely accessible by the public, and minimize impact on scenic resources.





# 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



Email to: [katherineschake@kmtacorridor.org](mailto:katherineschake@kmtacorridor.org)



[HTTPS://WWW.KMTACORRIDOR.ORG](https://www.kmtacorridor.org)

Instructions are at the bottom of this webpage



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 January 6th to March 6th, 2020



[KMTA GRANT GUIDELINES](#)



[KMTA GRANT APPLICATION](#)



[KMTA GRANT PROJECT BUDGET WORKSHEET](#)

Questions & Grant applications can be emailed to [katherineschake@kmtacorridor.org](mailto:katherineschake@kmtacorridor.org)

# SCORING CRITERIA



KENAI MOUNTAINS-TURNAGAIN ARM  
NATIONAL HERITAGE AREA

RESOURCES & GRANTS

PROGRAMS & EVENTS

EXPLORE KMTA

ABOUT US

DONATE

## RESOURCES

DOCUMENTS & LINKS  
MANAGEMENT PLAN  
FAQ

## GRANTS

ANNUAL GRANT GUIDELINES  
MINI GRANT  
GRANT  
GRANT

### ADDITIONAL DOCUMENTS

Select a link below to download your document.

#### GRANTS

GRANT APPLICATION GUIDELINES

GRANT APPLICATION

GRANT PROJECT BUDGET WORKSHEET

**GRANT EVALUATION SCORING CRITERIA**

FIELD TRIP MINI GRANT APPLICATION

SCHOLARSHIP TRAINING MINI GRANT APPLICATION

GRANT REIMBURSEMENT REQUEST - NARRATIVE REPORT

GRANT REIMBURSEMENT REQUEST - INVOICE SPREADSHEET

FIELD TRIP GRANT REIMBURSEMENT

TRAINING SCHOLARSHIP REIMBURSEMENT

Scroll to  
bottom & click  
on "Grants"





# KMTA GRANT APPLICATION 2020

## ELIGIBILITY FOR GENERAL COMPETITIVE GRANTS:

This is the main granting program for KMTA. The award range for competitive grants is \$300 to \$10,000 for first-time applicants. Grant recipients with an established history may be awarded \$300 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: [kathemeschake@kmtacorridor.org](mailto:kathemeschake@kmtacorridor.org)

Questions? Contact KMTA Program Manager, Katherine Schake at: [kathemeschake@kmtacorridor.org](mailto:kathemeschake@kmtacorridor.org) or call 907-205-0235



## APPLICATION STEP 1: SECTION 106 FLOWCHART

If your project has the potential to impact historic properties, Section 106 must be incorporated into the project. To assist efficient grant application, the following flowchart as a first step for all applicants. Please use the flowchart as a tool for the grant application, and thus Section 106 may continue until the project end. Please address the following before moving to Step 2 of this application.

Does your project involve any ground disturbance (i.e. trail work, site construction, etc.), or physical impact to buildings or property (i.e. restoration, construction, mural installation, etc.)?

YES ↓	NO ↓
<p>Submit Cultural Resource Presence/ Absence Information Request to the State Historic Preservation Office (SHPO) Email <a href="mailto:sha.revcomp@alaska.gov">sha.revcomp@alaska.gov</a>:</p> <ol style="list-style-type: none"> <li>1. Project description,</li> <li>2. Mention this is a potential KMTA grant project</li> <li>3. Include location information: a map or <del>lat</del>/long to help SHPO find the location to check for known cultural resources.</li> </ol> <p>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.</p>	<p>Proceed to STEP 2 of Grant Application (Examples <u>include</u>: curriculum development, publications, field trips, classroom activities, outreach / education, and storytelling)</p>
SHPO will respond with information related to cultural resources and/or historic properties in your project area.	
Are there historic properties or cultural resources present?	

YES ↓	NO ↓
<p>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. Consult with affiliated Native groups, local communities, and SHPO.</p>	<p>Proceed to STEP 2 of Grant Application Include letter from SHPO stating "absence" of cultural resources with grant application. <i>Note: Section 106 compliance may still be required if "absence" resources, depending on nature of project.</i></p>

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](mailto:patrick_lewis@nps.gov)

907-422-0543

### State Office of History & Archaeology

Email: [dnr.oha@alaska.gov](mailto: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**  
↓

<p><b>Submit Cultural Resource Presence/ Absence Information Request to the State Historic Preservation Office (SHPO)</b>          Email <a href="mailto:oha.revcomp@alaska.gov">oha.revcomp@alaska.gov</a>:          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.</p>	<p><b>Proceed to STEP 2 of Grant Application</b>          (Examples include: curriculum development, publications, field trips, classroom activities, outreach/education, and storytelling)</p>
<p>SHPO will respond with <b>Presence</b> or <b>Absence</b> of cultural resources and/or historic properties</p>	
<p><b>Are there historic properties or cultural resources present?</b></p>	

**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>

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

**Was your project likely to have an Adverse Effect on cultural resources?**

YES  
↓

NO

**Further consultation required to mitigate adverse effects. Continue w/ Sec 106 compliance**

Contact KMTA and work with NPS Archeologist to 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 ~~Department~~ people which will be housed in the Anchorage Museum.)

- Yes
- No



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 project.)

Describe your project objectives and describe how you will measure the success of each objective.

Will KMTA be recognized or involved with your project?

If so, how will they be involved? (If so, the project must have the approval of the governmental agency.)

Will you be involved in the project?

- No

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

- B. 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).

- B. 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?

**NARRATIVE**

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



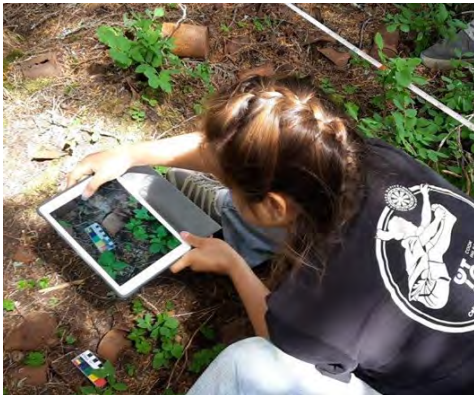


## Eligible Expenses



## 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

Strengthen your application!

- 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.*



# TIMELINE

January 6th - Annual Grant Application Period Opens

January 22 - Application Webinar (You are here!)

March 6th @ 5pm - Grant Applications Due

Late April - KMTA CCA Board will Award New Grants

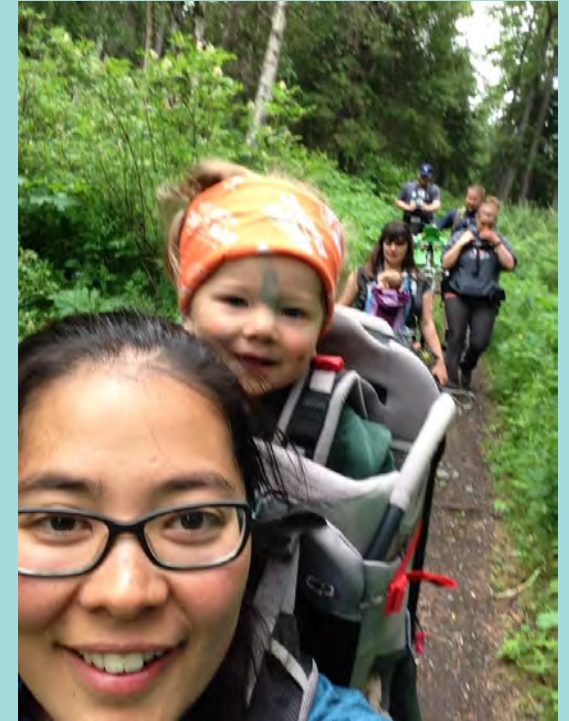
Early May - Awards Announced, Contracts Prepared

Spring, Summer, Winter - Projects In-Process

- Quarterly check-ins required, informal

June 15<sup>th</sup>, 2021 - 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.



<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-time residents 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/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\\_NEP\\_AHandbook\\_Final\\_508.pdf](https://www.nps.gov/subjects/nepa/upload/NPS_NEP_AHandbook_Final_508.pdf)

[https://ceq.doe.gov/docs/ceq-publications/NEPA\\_NHPA\\_Section\\_106\\_Handbook\\_Mar2013.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](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>





KENAI MOUNTAINS-TURNAGAIN ARM

**NATIONAL HERITAGE AREA**

# QUESTIONS?

Contact: [katherineschake@kmtacorridor.org](mailto:katherineschake@kmtacorridor.org)

907-205-0235

