

Oregon Commission on Historic Cemeteries

Historic Cemeteries Grants

2007-2008 Grant Cycle

The Oregon Commission on Historic Cemeteries is pleased to announce the new round of Historic Cemeteries Grants. The funds allocated by the State through Heritage Programs of the Oregon Parks and Recreation Department will be available to support the preservation of cemeteries throughout Oregon.

OCHC grants are intended to provide financial assistance in the following general categories: Protection and Security, Restoration and Preservation, Education and Training, Research and Interpretation. Eligible projects may include, but aren't limited to: security fencing or lighting, skilled monument repair or training, conservation of historic elements such as fencing, curbs, markers, etc., documentation and mapping, signage, landscape restoration, planning and interpretation.

DEADLINE: Postmarked **September 15, 2007**. Funds available November 2007.

ELIGIBILITY

CEMETERIES: Any cemetery or burial site which contains burials of people who died on or prior to February 14, 1909, with visible above ground historic elements such as gravestones, markers, fencing, gates, or traditional and/or historic landscape materials such as shrubbery and trees, roadways and paths. Grant projects with an Oregon Statehood Sesquicentennial link or incorporating Sesquicentennial elements will also be considered. See www.oregon150.org for ideas and details about O-150 activities.

APPLICANTS: Individual citizens, organizations, schools, governments, and non-profit organizations may apply. However, if the applicant is not an auditable fund manager, the cooperation of a fund manager is needed. See next paragraph.

FINANCIAL INFORMATION: The OCHC grants program does not require a dollar match for funds requested, though we encourage you to seek local funding in addition to your grant request. Local financial support allows this OCHC grant program to assist more historic cemeteries across the state and fosters more local support for and interest in the care of the cemetery. Individual citizens and organizations receiving OCHC grant funds should keep clear records of all grant related funds and expenses in case of audit. Bids and estimates strengthen the grant request when projects require contracted work. Typical awards are in the range of \$1000-\$4000.

GRANT REPORTING AND PAYMENT: Awarded projects will be the subjects of binding agreements between the State and the applicants. Typically, the grant funds are dispersed on a reimbursable basis. If you are awarded a grant, details of payment arrangements and grant reporting will be provided at that time. Before and after photographs are required to report on the grant.

ASSISTANCE: Please contact the Historic Cemeteries Program Coordinator, Kuri Gill, at kuri.gill@state.or.us or (503) 986-0685. Heritage Programs Grant Management workshops will be presented throughout the state, please check www.oregonheritage.org on the events calendar for dates and locations.

PROJECT BUDGET WORKSHEET: Use this to calculate the totals for the grant application. Please attach this worksheet or a similarly formatted budget sheet with your application.

<u>Expense</u>	<u>Total Cost</u>	<u>OCHC Grant Funds</u>	<u>Other Sources</u>
1. Labor (hired & volunteer ____ hrs @ \$ ____)	_____	_____	_____
2. Materials & supplies	_____	_____	_____
3. Mileage (.485 per mile)	_____	_____	_____
4. Consultant or professional services (____ hrs @ \$ ____)	_____	_____	_____
5. Other	_____	_____	_____
Total	_____	_____	_____

NOTES: (list estimate sources such as bids, similar projects, contractors, advice from experienced sources, etc.)

APPLICATION CHECK LIST:

1. Completed OCHC Grant Application Form
2. Estimated project cost summary (see budget model above)

DEADLINE: Postmark **September 15, 2007**. May be faxed or emailed, but must be complete.

OREGON COMMISSION ON HISTORIC CEMETERIES
 OREGON PARKS AND RECREATION DEPARTMENT
 725 SUMMER STREET NE, SUITE C
 SALEM, OR 97301

Fax (503) 986-0794
 Email: Kuri.Gill@state.or.us

FOR ADDITIONAL INFORMATION: Contact Kuri Gill, at Kuri.Gill@state.or.us or 503-986-0685.

OREGON COMMISSION ON HISTORIC CEMETERIES
2007 GRANT APPLICATION

APPLICANT INFORMATION

Name: _____

Organization (if applicable): _____

Mailing Address: _____

Phone: _____ Fax: _____ Email: _____

Applicant is: (check all that apply)

City ___ County ___ Cemetery Association ___
Land owner ___ Historical Society ___ Museum ___
School ___ Individual ___ Other _____ (please identify)

If Not Owner, Please Provide Owner Contact Information: _____

PROJECT INFORMATION

Name & Phone of Project Manager if different _____

Name of cemetery _____

Physical Address or Directions _____

County where cemetery is located: _____ Nearest Community: _____

Names of State Legislators: Senate _____ House: _____

Proposed Project Type :

(If part of a large project, select one distinct component for which to request funds)

- Fencing
- Access/Road Repair
- Marker Repair/Stabilization
- Cemetery Records/Database
- Burial Research/Recording
- Interpretive (living history, signs, booklets, etc)
- Other _____

Project Costs:

Estimated total cost of project: _____

(use budget worksheet)

Grant amount requested from OCHC: _____ Match amount: _____

Match sources: _____

(s-secured, p-pending)

PROJECT FINANCES

(Show your budget is realistic with bids, estimates, comparisons with other projects, etc.)

Please attach project budget. Use budget worksheet as a model.

PROJECT TIMELINE

(List your major objectives and approximate date they will be completed.) Note: Projects may begin November 5, 2007 and must be completed by November 30, 2008

PROJECT NEED & VALUE

(Provide details regarding need and value of the project, partnerships, expected impact and how it pertains to the larger scope of the organization or cemetery. Ex. fencing to keep cattle out, next step will be marker repair. 100 word limit)

PROJECT DETAIL

(List specific activities – quantity and scope. List who will carry out these activities and their qualifications.)

Signature: _____

Date: _____

Return this form with required attachments to:

Oregon Commission on Historic Cemeteries, 725 Summer Street NE, Suite C, Salem, OR 97301

Application Deadline: Postmark September 15, 2007