



NEW MEXICO DEPARTMENT OF  
**CULTURAL AFFAIRS**

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**NEW MEXICO HISTORIC PRESERVATION DIVISION**

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**Small Historic Preservation Grants**

**Federal Fiscal Year 2010**

*Application Form*

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**IMPORTANT DEADLINES**

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Draft Grant Applications due at HPD:	October 30, 2009
Deadline for HPD to return Draft Proposals:	December 15, 2009
Final Grant Applications due at HPD:	January 29, 2010
Grant Selection Period:	February 1- 26, 2010
Notice Letters Mailed:	March 1, 2010
Contract Finalization Period:	April 1, 2010 – May 31, 2010

**All applications must be received by HPD on or before  
5:00 p.m. (MST) on scheduled due date.  
*This is not a postmarked date.***

The NM Historic Preservation Division receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street, N.W. Washington, D.C. 20240



Do not write in this section  
Date Received: \_\_\_\_\_  
Application #: \_\_\_\_\_

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**NEW MEXICO HISTORIC PRESERVATION DIVISION**

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*Small Historic Preservation Grant Program - FFY 2010*

***GRANT APPLICATION FORM***

**SECTION 1: PROJECT SUMMARY**

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A. Name of Project: \_\_\_\_\_

B. Project Sponsor: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

C. Program Area (check one):

- |  |   |
|--|---|
| <input type="checkbox"/> Assessment                | <input type="checkbox"/> Heritage Education |
| <input type="checkbox"/> Survey                    | <input type="checkbox"/> Public Outreach    |
| <input type="checkbox"/> State/National Nomination | <input type="checkbox"/> Planning           |

D. Location of Project: \_\_\_\_\_ County: \_\_\_\_\_

E. Total Cost of Project: \_\_\_\_\_

Requested Grant Amount: \_\_\_\_\_

Match Amount (if any): \_\_\_\_\_

Signature: \_\_\_\_\_

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Signature of Authorization Official

Title

Date:

**Pre-application:** Send one (1) copy only.  
**Final application:** Send one (1) original and one (1) copy to:  
New Mexico Historic Preservation Division  
Attn: Shalie Gasper, Grants Coordinator  
407 Galisteo Street, Suite 236  
Santa Fe, New Mexico 87501;  
*Applications sent via fax or e-mail not accepted.*

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## **Grant Application: Required Sections**

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### **SECTION 2: PROJECT NARRATIVE**

Provide a one page or less project narrative emphasizing the primary objectives and results. Discuss how the proposed project meets goals outlined in *Preserving the Enchantment: A Plan for New Mexico 2007-2011* (See Attachment A).

### **SECTION 3: SCOPE OF WORK**

Provide a one-page or less scope of work detailing how the work will be performed. .

### **SECTION 4: DATA SOURCES**

Provide your data sources. If relevant, explain archival sources, persons possessing expert knowledge, etc., that will be consulted in the course of the project.

### **SECTION 5: PERSONNEL**

List all the project personnel including consultants who will implement the project. Describe their responsibilities and the percentage of time each will dedicate to the project. Please provide resumes.

For purposes of small grants, HPD will usually require that applicants use professionals that meet the Secretary of the Interior's professional standards.

### **SECTION 6: PROPOSED SCHEDULE OF WORK**

Please provide a conceptual schedule of work including a description of project activities necessary to achieve the proposed project objectives. List and describe all tasks and associated products. All grant activities must be accomplished during the period of July 1, 2010 to September 30, 2011.

### **SECTION 7: PERFORMANCE RECORD**

List previous projects of a similar nature in which project principals have been involved. Provide a brief description of the project, including start and end dates, and whether the project was completed on time.

### **SECTION 8: BUDGET**

Please provide an itemized project budget that reflects total project costs, grant amount requested, and any match amount (cash and/or inkind).

## **Attachment A:**

### ***Preserving the Enchantment: A Plan for New Mexico 2007-2011***

#### **Goals and Objectives**

##### **I. Expand and strengthen public knowledge**

- Inform stakeholders, the public and government about New Mexico's cultural resources, HPD's programs to preserve them and their benefits to its citizens.
- Integrate historic preservation into the curricula at all levels of education by providing technical assistance and outreach materials at the university level, and other educational programs in elementary and secondary schools.
- Collaborate with stakeholders to highlight and identify best practices for productive use and greater appreciation of historic properties.
- Foster the study, dissemination and preservation of the state's diverse cultural heritage.
- Encourage more participation in Heritage Preservation Month, SiteWatch and Archaeology Fair to raise awareness of and honor our shared cultural heritage.
- Broaden the scope of resources listed in the State and National registers, and maintain and update current listings.
- Increase the maintenance and distribution of cultural property information by improving web-based databases for professional and public use to enhance preservation planning.
- Position historic preservation prominently in the celebration of New Mexico's Centennial in 2012.

##### **II. Fund historic preservation**

- Stimulate economic development with increased technical expertise, grant monies and financial incentives.
- Establish adequate legislative and congressional funding to better achieve the mandates of state and federal preservation laws.
- Increase public and private funding to promote the benefits of preservation.
- Explore new and innovative funding sources to support cultural heritage initiatives, including permanent state grants to supplement the federal Historic Preservation Fund monies HPD distributes as grants.
- Quantify the impact of cultural resources on the state's economy and achieve greater cost effectiveness for preservation activities.

##### **III. Incorporate historic preservation into community planning**

- Develop a comprehensive inventory of historic properties to record, organize, digitize, and disseminate information in meeting the requirements of the National Historic Preservation Act and the New Mexico Cultural Properties Act.
- Improve the coordination of activities under the National Historic Preservation Act and the New Mexico Cultural Properties Act to assist governmental agencies in fulfilling their stewardship responsibilities.
- Work with communities to include historic preservation in comprehensive plans and at all levels of planning.

- Foster collaboration and exchange of information among planners, planning and zoning commissions, land owners and other interested preservation partners.
- Balance growth with preservation by emphasizing preservation as a tool for maintaining and revitalizing communities.
- Encourage local participation and responsibility for preserving cultural resources.
- Identify cultural resources and expand historic and archaeological information by recording undocumented and under-represented resources in surveys, inventories and in State and National Register nominations.

#### **IV. Strengthen advocacy and legal protections for cultural resources**

- Advance public policies to promote the protection, enhancement, and productive use of historic resources to support and encourage historic preservation activities carried out by federal, state, local, and tribal governments, and the private sector.
- Educate and advocate for legal protections at the local level, including comprehensive preservation plans and ordinances to protect diverse cultural resources.
- Investigate avenues for providing confidentiality for culturally sensitive information.
- Improve compliance with and enforcement of preservation laws.
- Protect cultural resources by assessing their condition and by evaluating the effects of population growth, and business and industry expansion on them.

#### **V. Expand and strengthen the network of preservation organizations and individuals statewide for a better cross-representation by age, ability, and cultural and ethnic heritage**

- Increase public-private partnerships by fostering advocacy and collaboration among diverse preservation groups and individuals.
- Create opportunities and provide training and skills for a wider range of people to participate in historic preservation.
- Develop a far-reaching statewide preservation network.
- Expand and strengthen inter-governmental cooperation among local, state, federal and tribal agencies.