Grant Programs and Financial Incentives in Missouri

The National Trust for Historic Preservation provides leadership, education and advocacy to save America’s diverse historic places and revitalize our communities. The National Trust’s grant and loan programs have assisted thousands of innovative preservation projects that protect the continuity, diversity, and beauty of our communities. We have several grant programs available for use in the Midwest. This venture must be undertaken by a non-profit organization or a public agency to qualify for our grants programs. In brief the grants available are:

Missouri-Kansas Preservation Fund • This fund provides nonprofit organizations and public agencies matching grants from $500 to $5,000 (typically from $2,000 to $3,000) for preservation planning and education efforts. Funds may be used to obtain professional expertise in areas such as architecture, archeology, engineering, preservation planning, land-use planning, fund raising, organizational development and law, as well as preservation education activities to educate the public, property owners, and business owners. Many organizations have found that Preservation Funds provided the crucial boost to get a project off the ground and attract other potential contributors to the project. There is one grant round per year on February 1, with an additional round on June 1 or October 1, depending on the availability of funding. The next application deadline is June 1, 2010.

Johanna Favrot Fund for Historic Preservation • Provides nonprofit organizations and public agencies matching grants ranging from $2,500 to $10,000 for projects that contribute to the preservation or the recapture of an authentic sense of place. Individuals and for-profit businesses may apply only if the project for which funding is requested involves a National Historic Landmark. Funds may be used for professional advice, conferences, workshops and education programs. The next application deadline is February 1, 2011.

Cynthia Woods Mitchell Fund for Historic Interiors • Provides nonprofit organizations and public agencies matching grants ranging from $2,500 to $10,000 to assist in the preservation, restoration, and interpretation of historic interiors. Individuals and for-profit businesses may apply only if the project for which funding is requested involves a National Historic Landmark. Funds may be used for professional expertise, print and video communications materials, and education programs. The next application deadline is February 1, 2011.

Hart Family Fund for Small Towns • Assists small town preservation and revitalization initiatives around the country, with a focus on towns with populations of 5,000 or less. The Fund provides nonprofit organizations and public agencies matching grants from $5,000 to $10,000 for preservation planning and education efforts. Funds may be used to obtain professional expertise in areas such as architecture, archeology, engineering, preservation planning, land-use planning, fund raising, organizational development and law as well as preservation education activities. The Hart Family Fund uses the Preservation Fund application form. The next application deadline is February 1, 2011.
Jeffris Heartland Fund • Established by the Jeffris Family Foundation to support the development of important historic preservation projects in the states of Iowa, Illinois, Indiana, Michigan, Minnesota, Missouri, and Ohio. The fund makes grants in the range of $5,000 to $50,000 for Historic Structure Reports and other advanced planning studies. Funds must be matched dollar-for-dollar with cash from sources unrelated to the National Trust and the Jeffris Family Foundation. Established 501(c)(3) non-profit organizations or government agencies in partnership with a 501(c)(3) organization are eligible to apply. Applicants must be able to demonstrate the viability of their project through the submittal of early planning studies, and must be ready for the preparation of a Historic Structure Report, or other advanced planning studies, leading toward a community-centered capital fund drive. Please see the Jeffris Heartland Fund Criteria for Project Selection for more details on eligibility requirements, available at www.preservationnation.org/about-us/regional-offices/midwest/. The next application deadline is June 1, 2010.

Please note that these funds are for planning grants -- the costs associated with actual restoration of a structure would not be fundable. However, if your organization needs to hire a consultant, prepare a preservation plan, develop preservation related programming etc., these type of planning activities could be fundable. Also be aware that applications within the Midwest are competing with a nationwide pool of projects on the Johanna Favrot, Cynthia Woods Mitchell, and Hart Family Funds. Competition on the Missouri-Kansas Fund would be contained to other projects within those two states only. Because these programs are quite competitive, we ask that those interested tell us a bit about their projects so that we can determine if it is an appropriate source of funding. If it is an eligible project, we ask that applicants stay in touch with our office so that we can learn a bit more about the project, assist them through the process, and review draft applications.

There are a limited number of sources for capital projects, and they have fairly strict qualifying criteria. One option to consider would be Save America’s Treasures (SAT). This highly-competitive, national award program assists the preservation and conservation of nationally significant historic sites and collections, and requires a one-to-one match in non-federal funds or in-kind services. The Save America’s Treasures federal grant round is administered by the National Park Service in partnership with the National Endowment for the Arts, the National Endowment for the Humanities, the Institute of Museum and Library Services and the President’s Committee on the Arts and the Humanities, and is awarded through a competitive process. Qualifying architectural projects must be National Historic Landmarks or National Register listed properties with NATIONAL significance. Guidelines, deadlines, and an application can be accessed at www.nps.gov/history/hps/treasures/index.htm, or by contacting Fiona Lawless, Program Manager of SAT for the National Trust, at fiona_lawless@nthp.org. There may be an application deadline in spring 2010, check the SAT website listed above.

National Trust Loan Funds are the vehicle by which the National Trust provides loans and lines of credit to preservation projects that stimulate revitalization in older residential and/or commercial areas. If you would like more information on these and other funding sources available through the National Trust, please see our website at www.preservationnation.org/resources/find-funding/loans/national-trust-loan-fund/ntlf-inquiry.html to determine if your project might qualify. If you are interested in this program, please complete the information request form at www.preservationnation.org/resources/find-funding/loans/national-trust-loan-fund/ntlf-inquiry.html, or contact me to discuss your project.

The National Trust encourages individuals and organizations seeking to begin a preservation project to reach out to their local and statewide community to build support for a project and to obtain information on local sources of funding and assistance. Within Iowa, here are the organizations that could be helpful to you:

Missouri Preservation is a statewide preservation non-profit that can offer information and assistance. You can reach Bill Hart, Field Representative, at mpfieldservices@yahoo.com, by phone at 314-691-1941, or visit their website: www.preservemo.org.
Missouri’s **State Historic Preservation Office** spearheads state preservation initiatives and administers the National Register of Historic Places with the National Park Service. The Missouri State Historic Preservation Office provides technical assistance, information, and grants, and also administers federal and state historic preservation tax credits. Grants are available to Certified Local Governments only and require a dollar-for-dollar cash match. To learn more about the Missouri State Historic Preservation Office’s grant programs and the Certified Local Government program, visit their website at [www.dnr.mo.gov/shpo/index.html](http://www.dnr.mo.gov/shpo/index.html) or contact Jo Ann Radetic at 573-522-2473 or jo.ann.radetic@dnr.mo.gov. To learn more about nomination of properties to the National Register of Historic Places, contact Tiffany Patterson at 573-751-7800 or tiffany.patterson@dnr.mo.gov. To learn more about federal or state tax credits for rehabilitation of historic properties, contact Samantha Berhorst at 573-751-5376 or samantha.berhorst@dnr.mo.gov.

As authorized by the Neighborhood Preservation Act, the **Missouri Department of Economic Development** also issues 25%-35% state tax credits for residential rehabilitation of properties located in distressed communities or defined census blocks. For more information, visit [www.missouridevelopment.org](http://www.missouridevelopment.org) or contact Business and Community Services, 573-522-8004 or missouridevelopment@ded.mo.gov.

**Missouri Main Street Connection** helps downtown commercial districts revitalize using the National Trust Main Street Center’s comprehensive four-point approach. In 2005, fifteen MMSC communities experienced: $48,334,275 in local investment including exterior façade improvements and interior building rehabilitations, 74 new businesses established, 173 jobs created, 37 net new businesses established, and 60 net new jobs created. Learn if your community belongs to Missouri Main Street Connection on their website at [www.momainstreet.org](http://www.momainstreet.org), or contact President Gayla Roten at glroten@aol.com or 417-334-1548.

If you are interested in any of our grant programs, please email me a bit more information about the specific project for which you are seeking funding. Providing answers to the following questions will help me assess your project and whether it might be right for one of our grants, or other National Trust programs:

- **Name:**
- **Organization:**
- **Address:**
- **City/State/Zip:**
- **Telephone/Fax/Email:**
- **Brief project summary:**
- **Will the applicant be a 501c3 non-profit organization or a public agency? (yes/no)**
- **Is the resource: National Register of Historic Places, State Register, National Historic Landmark, Locally designated? (list all that apply)**
- **Are you a member of the National Trust for Historic Preservation?**

Feel free to contact us if you have any questions or require additional information on any of the programs listed above. We would be happy to discuss potential projects with you and forward application information for qualifying projects.

**Jennifer Sandy**  
Program Officer, Midwest Office  
National Trust for Historic Preservation  
53 W. Jackson Boulevard, Suite 350  
Chicago, Illinois 60604  
Phone: 312-939-5547, Ext. 37225  
Fax: 312-939-5651  
Email: jennifer_sandy@nthp.org  

**Bill Hart**  
Field Representative  
Missouri Preservation, in partnership with the National Trust for Historic Preservation  
3319 Indiana Ave.  
St. Louis, MO 63118  
Phone: 314-691-1941  
Email: mpfieldservices@yahoo.com  
[www.preservemo.org](http://www.preservemo.org)
A Guide to Getting Grants from the National Trust

Eligible Grant Activities

National Trust grants are for planning or educational projects only, not “bricks and mortar” restoration. For Jeffris Heartland Fund, please see the Criteria for Project Selection and Jeffris Heartland Fund application form for eligible grant activities, which may vary from those listed below. For all other National Trust Preservation Fund grants, eligible grant activities can include hiring a consultant to:

• Prepare an Historic Structure Report or Preservation Plan for local landmark or National Register-designated property
• Write design guidelines for an historic district
• Conduct strategic planning for development of a local preservation organization
• Conduct an economic feasibility study for the reuse of a local landmark or National Register-designated property
• Design a capital campaign for rehabilitation or restoration of a local landmark or National Register-designated property
• Organize a community charrette to explore restoration or reuse options for an important structure or site
• Sponsor a community forum or conference on key preservation issues (heritage tourism, tax credits, funding sources, ordinances, etc.)
• Design and/or produce educational pieces on preservation issues for the public (brochures, tours, exhibits, presentations, school curricula, etc.)
• **Staff or faculty salaries, organizational overhead costs, construction or capital improvement costs, and costs incurred prior to the date of the grant award are not eligible for funding.**

Hints for Completing the Application

• Contact the Midwest Office Program Officer to discuss your project and the application process. Jennifer Sandy, 312.939.5547 x37225, jennifer_sandy@nthp.org, or Bill Hart, Missouri Preservation, 314-691-1941, mpfieldservices@yahoo.com.
• Read the grant application instructions and criteria thoroughly before you start, and reference them repeatedly while you write.
• Get organized before you begin by gathering all of the information and attachments you’ll need for the final submittal.
• Don’t be afraid to ask questions of the Midwest Office staff. We are there to help you.
• Be clear, thorough, and CONCISE in your answers.
• Make sure to enter data for every answer. Write “not applicable” if the question does not apply to your project or organization. Incomplete applications will not be considered.
• Think beyond your immediate needs to the larger goals of the project and its impact on the community.
• Don’t be shy. Sell your project and yourself. Listen to the comments you receive from Midwest Office staff and incorporate them into the final application.
• Get everything done on time and submit a draft for review of the Midwest Office staff well in advance of the postmark deadline. Late or incomplete applications will not be considered.
• **APPLICATIONS** - are available at [www.preservationnation.org/resources/find-funding/grants/](http://www.preservationnation.org/resources/find-funding/grants/) or from the Midwest Office in Word document format. Fill out the form electronically and print two copies for submission. Handwritten applications will not be accepted.

• **IMAGES** - **BOTH** digital and printed images are required. At least four different digital images at a minimum of 300 dpi, identified by project name and location and dated, must be submitted. Please include at least one overall view of the property. Images should be saved to a CD with file names that clearly identify the contents of each image. Two 4” x 6” or larger photographic prints of the project site, identified by project name and location and dated, are also required. Please include photo credit information. Inclusion of videos and oversized documents is discouraged.

**Grant Selection Criteria**

*When drafting your application, keep the following questions in mind:*

• How critical and urgent is the need for this project?
• Is the project unique and the resource significant? If it involves a site or structure, is it on, or eligible for listing on, the National Register of Historic Places?
• Has a clear timetable been established for the project? The start date of your project must occur after the date of the grant award, or at least the phase of the project that is the subject of the application.
• What are the qualifications of the key personnel, including consultants, who will carry out or supervise the project?
• Do you have the time and resources to do the necessary grant administration (track costs, complete final report)?
• Is the budget reasonable? Is it justified by quotes or proposals from your consultants?
• Has the applicant identified adequate match funding and evidence of community support for the project?
• What will be the long-term result of the project? Will it have a larger impact on preservation in the community?
• Will the results of the project be transferable to other preservation projects or will they have a catalytic effect on other local preservation activities?
• Did you work with Midwest Office staff or other preservation agencies or organizations in developing the project (statewide or local preservation nonprofit group, State Historic Preservation Office)?
• How well has the applicant performed on any previous preservation projects or activities, including those assisted by a National Trust grant or loan?

**Conditions of the Grant**

*The following conditions must be met for a project to receive an award:*

• Consultants must be approved by the National Trust Midwest Office before grant funds are disbursed.
• Awards cannot be applied retroactively to work already completed.
• At least three (3) competitive bids/quotes must be obtained for procurement of any services that exceed $25,000.
• Applicants must agree not to discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, or sexual orientation. This obligation extends to disabled veterans, Vietnam-era veterans, and handicapped persons.
• Grant recipients must include appropriate acknowledgment of National Trust financial support in all printed materials generated by or for the project.
• Any documents or plans for preservation work that result from the project must conform to the Secretary of the Interior’s *Standards for the Treatment of Historic Properties*.
• Neither National Trust grants nor their matching funds can be used directly or indirectly to influence a member of Congress to favor or oppose any legislation or appropriation.
• All work supported by grant awards must be completed satisfactorily, including a final report and approved financial accounting.
Application Checklist

The following materials are required for your grant to be considered. Please check to ensure that all of the appropriate attachments have been included in your application. For Jeffris Heartland Fund applicants, please see application for additional required materials to be submitted.

- two (2) signed copies of the completed application
- four (4) digital images at a minimum of 300 dpi, identified by project name and location and dated, including at least one overall view of the property. Photos should be burned to a CD with appropriate file labels that describe and date each image. Please provide photo credit information.
- two (2) different 4” x 6” or larger photographic prints of the project site, identified by project name and location and dated. Please include photo credit information.

Attach only one (1) copy of the following materials to your application:
- applicant’s article of incorporation (if you are a non-profit organization)
- applicant’s current board of directors (if you are a non-profit organization)
- applicant’s Internal Revenue Service determination letter of tax-exempt status (if you are a non-profit organization). If tax-exempt status has not been fully approved by the IRS, please provide evidence of filing for certification and letter of opinion from an attorney concerning the applicant’s tax status.
- documentation identifying the organization as part of a state, regional, county or local government (if you are a public agency or municipality)
- resume(s) of personnel administering the project
- resume(s) of consultants considered or selected for the project
- up to three (3) letters of endorsement