



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: November 7, 2008
Subject: JFO #2340

No Joint Fiscal Committee member has requested that the following item be held for review:

JFO #2340 — \$25,000 grant from the National Endowment of the Humanities to the Department of Housing & Community Affairs, Division for Historic Preservation. These grant funds will be used to develop a prototypical internet program that aims to make Vermont archeological information available to the public. **Please note that some funds have been expended in anticipation of JFC approval because the grant requires the recipient to attend a training that was held September 23, 2008.**
[JFO received 10/08/08]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Bill Noyes, Acting Commissioner

From: Michael Obuchowski
To: Nathan Lavery
Date: 10/15/2008 3:43 PM
Subject: Re: grant questions - 2340

Thanks. Objection filed as to prior expenditure of funds without prior JFC notification or approval.

>>> Nathan Lavery 10/15/2008 3:35 PM >>>
2340:

How is the National Endowment for the Humanities funded?

According to their website (www.neh.gov), the "The National Endowment for the Humanities (NEH) is an independent federal agency created in 1965" and is supported with federal appropriations.

When were we notified of the expenditure?

We learned of this expenditure when the materials were processed at JFO for distribution to the Committee. The data stamp on the packet (October 8, 2008) reflects this date.

The remainder of your questions have been email to the appropriate contact and they were instructed to copy you on the responses, so those will likely arrive in the near future.

Nathan Lavery
Fiscal Analyst
Legislative Joint Fiscal Office
One Baldwin Street
Montpelier VT 05633-5301
(802) 828-1488
nlavery@leg.state.vt.us



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: October 8, 2008
Subject: Grant Request

Enclosed please find three (3) requests which the Joint Fiscal Office recently received from the Administration:

JFO #2340 — \$25,000 grant from the National Endowment of the Humanities to the Department of Housing & Community Affairs, Division for Historic Preservation. These grant funds will be used to develop a prototypical internet program that aims to make Vermont archeological information available to the public. **Please note that some funds have been expended in anticipation of JFC approval because the grant requires the recipient to attend a training that was held September 23, 2008.**

[JFO received 10/08/08]

JFO #2341 — \$10,000 grant from the National Children's Alliance to the Department of State's Attorneys and Sheriffs. These grant monies will cover additional hours for an investigator who works on domestic violence cases in Chittenden County. This investigator currently has a personal services contract with the Department of State's Attorneys and Sheriffs.

[JFO received 10/08/08]

JFO #2342 — \$10,000 grant from the National Alcohol Beverage Control Association to the Department of Liquor Control. These grant monies will cover filming and editing costs for two educational films as well as printing costs of a new student workbook.

[JFO received 10/08/08]

The Joint Fiscal Office has reviewed these submissions and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like any item held for JFC review. Unless we hear from you to the contrary by October 22 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner
Linda Morse, Administrative Assistant
Bill Noyes, Acting Commissioner
Jane Woodruff, Executive Director
Michael Hogan, Commissioner

JFO # 2340

STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This Grant to the Division for Historic Preservation, archeology program is to do start up work for an Internet-based Vermont archeology virtual museum.

TITLE OF GRANT: Creating a Sense of Place through Archeology

FEDERAL CATALOG No.: 45.169

GRANTOR / DONOR: National Endowment of the Humanities
1100 Pennsylvania Ave. NW
Washington, DC 20506

DATE: 9/10/08

DEPARTMENT: Housing and Community Affairs

GRANT / DONATION: This project is aimed at making Vermont archeological information available to scholars, educators, students, and the general public in a user friendly way.

AMOUNT / VALUE: \$25,000.00

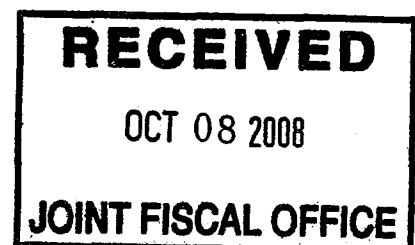
POSITIONS REQUESTED: None

GRANT PERIOD: 9/1/08 to 10/31/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:
SECRETARY OF ADMINISTRATION
SENT TO JOINT FISCAL OFFICE:

(INITIAL) JA 9/15/08
(INITIAL) MM 9/22/08
DATE: 9/29/08



**STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)**

**FORM AA-1
(Rev. 9-90)**

1. **Agency:** ACCD
 2. **Department:** Housing & Community Affairs
 3. **Program:** Historic Preservation - Archeology
 4. **Legal Title of Grant:** Creating a Sense of Place Through Archeology
 5. **Federal Catalog No.:** 45.169
 6. **Grantor and Office Address:**
 National Endowment of the Humanities
 1100 Pennsylvania Ave. NW
 Washington DC 20506

7. **Grant Period:** From: 09/01/2008 To: 10/31/2009

8. **Purpose of Grant:** (attach additional sheets if needed)
 To support creation of an Internet-based Vermont archeology virtual "museum. Purpose is to get archeological information – now in hard-to-find technical reports and in boxes at the VT Archeology Heritage Center – out to scholars, educators, students, communities, and the general public. Grant will pay to create a "proof of concept" and prototype.

9. **Impact on Existing Programs if Grant is not Accepted:**
 State of Vermont agencies, such as VTrans, and other organizations and developers have invested a great deal of money over several decades to investigate archeological sites. The important discoveries we've made will stay unknown in hard-to-find and hard-to-read reports and in collections boxes unless we move forward with this project. This is a DHP priority.

10. Budget Information:	(1st State FY) FY 2009	(2nd State FY) FY 2010	(3rd State FY) FY 2011
EXPENDITURES:			
Personal Services	\$ 19,000.00	\$ 5,000.00	\$
Operating Expenses	\$ 1,000.00	\$	\$
Grants	\$	\$	\$
TOTAL	\$ 20,000.00	\$ 5,000.00	\$ 0.00
REVENUES:			
<u>State Funds:</u>			
Cash	\$	\$	\$
In-Kind	\$	\$	\$
<u>Federal Funds:</u>			
(Direct Costs)	\$ 20,000.00	\$ 5,000.00	\$
(Statewide Indirect)	\$	\$	\$
(Department Indirect)	\$	\$	\$
<u>Other Funds:</u>			
(source) Grant	\$	\$	\$
TOTAL	\$ 20,000.00	\$ 5,000.00	\$ 0.00

<u>Appropriation Nos.</u>	<u>Amounts</u>
711001040	\$ 25,000.00
	\$
	\$

-over-

REC'D SEP 08 2008

11. Will grant monies be spent by one or more personal service contracts?

YES NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

x *Mary Dry*

12a. Please list any requested Limited Service positions:

Titles	Number of Positions
TOTAL Positions	0

12b. Equipment and space for these positions:

NA Is presently available.
 Can be obtained with available funds.

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant. ***

Mary Dry
(Signature)

9/9/08
(Date)

Acting Commissioner
(Title)

*** OTHER THAN THE REQUIRED RECIPIENT GRANT TRAINING ON 9/23 IN WASHINGTON DC

14. Action by Governor:

Approved
 Rejected

[Signature]
(Signature)

9/25/08
(Date)

15. Secretary of Administration:

Request to JFO
 Information to JFO

Ronda P. McElm
(Signature)

9/22/08
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

(Signature)

(Date)

NEH 1092 (06-2002)

OFFICIAL NOTICE OF ACTION
National Endowment for the Humanities

Award Recipient State of Vermont Division for Historic Preservation Institutional Grant Administrator: Ms. Diane L. Ford Financial Administrator Vermont Division for Historic Preservation National Life Bldg, 2nd Floor Montpelier, VT 05620-0201	Action Taken : Award	Date Of Action : 09/05/2008																				
	ID Number : HD-50543-08																					
	Award Period : From : 09/01/2008 Thru : 10/31/2009																					
	<table border="1"> <thead> <tr> <th colspan="2">Award Amounts</th> <th colspan="2">Federal Matching Funds</th> </tr> </thead> <tbody> <tr> <td>Outright</td> <td>\$ 25,000.00</td> <td>Amount Offered</td> <td>\$ 0.00</td> </tr> <tr> <td>Federal Match</td> <td>\$ 0.00</td> <td>Offer Expires</td> <td></td> </tr> <tr> <td>Other</td> <td>\$ 0.00</td> <td></td> <td></td> </tr> <tr> <td>Total Awarded</td> <td>\$ 25,000.00</td> <td></td> <td></td> </tr> </tbody> </table>	Award Amounts		Federal Matching Funds		Outright	\$ 25,000.00	Amount Offered	\$ 0.00	Federal Match	\$ 0.00	Offer Expires		Other	\$ 0.00			Total Awarded	\$ 25,000.00			
Award Amounts		Federal Matching Funds																				
Outright	\$ 25,000.00	Amount Offered	\$ 0.00																			
Federal Match	\$ 0.00	Offer Expires																				
Other	\$ 0.00																					
Total Awarded	\$ 25,000.00																					
Project Director : Ms. Giovanna Peebles																						

Project Title :

Creating A Sense of Place Through Archeology: Moving Archeology From Deep Storage Into the Public Eye Through the Internet

Remarks:

All terms and conditions that apply to this award will be considered acceptable unless a written objection is submitted within thirty days of the date of this notice. The first request for payment will indicate the recipient's acceptance of the award.

The administration of this grant and the expenditure of funds are subject to the NEH General Terms and Conditions for Awards to Organizations (March 2005). This document incorporates by reference the Uniform Administrative Requirements for Grants and Contracts to State and Local Governments (45 C.F.R. Part 1174), the audit requirements of OMB Circular A-133, and the cost principles of OMB Circular A-87.

The due dates for the required financial and performance reports for this grant appear on the last attachment to this notice.

Forms and publications referenced in this award package, including the financial and performance reporting forms and instructions, are available from our website. Go to www.neh.gov and click on "Grant Management." Printed copies are available by request from the Office of Grant Management, Room 311, 1100 Pennsylvania Avenue, NW, Washington DC 20506. Please see the enclosed "Online Award Material" sheet for more information.

Payment of this grant will be made on an advance basis. Information on requesting payment will be found in the Financial Reporting Requirements (formerly Enclosure 1).

This award was funded by the NEH program described in CFDA section 45.169

NEH Office of Grant Management Official

for Susan G. Daisey

Director, Office of Grant Management

Award Recipient

Peebles, Giovanna

From: Hall, Michael [MHall@neh.gov]
Sent: Tuesday, August 05, 2008 2:01 PM
To: Peebles, Giovanna
Subject: NEH Digital Humanities Start-Up Grant, HD-50543

Dear Giovanna Peebles:

Congratulations. Your application for a Digital Humanities Start-Up Grant to support "Creating a Sense of Place Through Archaeology" has been successful. You will be awarded \$25,000.

I also wanted to alert you to the date for the project directors meeting, which will be held in Washington, DC, on September 23, 2008.

More official word of the award and all of the necessary documentation will follow from the NEH Office of Grant Management, as well as more details regarding the project directors meeting from the Office of Digital Humanities. Meanwhile, if you have any questions, please be in touch with

Yours truly,

Michael Hall

--
Michael L. Hall
Division of Education Programs
National Endowment for the Humanities
Washington, DC 20506
mhall@neh.gov - 202/606-8461 (Phone) 202/606-8204 (FAX)



NATIONAL
ENDOWMENT
FOR THE
HUMANITIES

1100 PENNSYLVANIA AVE., NW
WASHINGTON, D.C. 20506

WWW.NEH.GOV

August 15, 2008

Ms. Giovanna Peebles
Vermont State Archeologist
VT Division for Historic Preservation
National Life Building, 2nd Floor
Montpelier, VT 05620-0201

Dear Ms. Peebles:

This letter is in reference to application HD-50543 submitted by the Vermont Division for Historic Preservation for support of the project entitled, "Creating a Sense of Place through Archeology: Moving Archeology from Deep Storage into the Public Eye through the Internet," under your direction.

The Endowment offers to support this project an amount not to exceed \$25,000, subject to the fulfillment of the following conditions:

1. It is not acceptable to the Endowment for you to serve as both the project director and the institutional grant administrator. As the proposal indicates that you will direct and participate in all aspects of the project, someone else should serve as the institutional grant administrator. This position should be held by a person who administers awards to your institution to ensure compliance with terms and conditions. Please provide the name and contact information for this official.
2. A revised budget that addresses the concerns listed below must be submitted for Endowment approval. Please note that all charges included in the budget must be allowable, allocable to this project, and incurred within the requested grant period.

-- Only payroll employees of your institution should be listed in the "Salaries and Wages" category of the NEH budget form. Non-employees should be shown in either the "Services" or "Other Costs" category.

-- The names of the consultants should be provided.

The NEH budget form is available on the NEH Web site at www.neh.gov, click on "Grant Management." Any questions about the revised budget should be addressed to Ms. Jerri L. Shepherd in the Office of Grant Management at (202) 606-8604 or jshepherd@neh.gov.

If you wish to accept this offer of support, your response to the above conditions should be submitted to the Endowment as soon as possible, **but not later than Friday, September 5, 2008**. The material should be addressed to Ms. Jerri L. Shepherd, Office of Grant Management, Room 311, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. As federal agencies in Washington D.C. continue to experience disruptions in U.S. Mail delivery, we will also accept the material via private delivery services such as FedEx or UPS. Please note that the Endowment's review of the material requested and the preparation of the award documents require approximately four weeks.

You are cautioned that this letter does not constitute an award. Should you have any questions concerning this offer of support, please feel free to contact Ms. Shepherd at (202) 606-8604 (e-mail address: jshepherd@neh.gov).

Sincerely,

A handwritten signature in black ink that reads "Bruce Cole". The signature is written in a cursive style with a large initial "B" and a long, sweeping underline.

Bruce Cole
Chairman

State of Vermont
Division for Historic Preservation
National Life Building, Floor 2
Montpelier, VT 05620-1201
www.HistoricVermont.org

[phone] 802-828-3211
[fax] 802-828-3206

Agency of Commerce &
Community Development

September 2, 2008

Ms. Jerri L. Shepherd
Office of Grant management
Room 311
National Endowment for the Humanities
1100 Pennsylvania Ave., NW
Washington, DC 20506

RE: **NEH Application HD-50543**

Dear Ms. Shepherd:

This letter and attached documentation respond to Chairman Bruce Cole's letter of August 12, 2008, and follows-up our email and phone conversations. The VT Division for Historic Preservation is pleased to fulfill the requested conditions as follows:

1. Condition 1. Name and Contact of the Division's institutional grant administrator:

Name: Diane Ford

Title: Financial Administrator

Address:

VT Division for Historic Preservation
National Life, 2nd Floor
Montpelier, VT 05620-0201

Phone: (802) 828-5203

FAX: (802) 828-3206

Email: diane.ford@state.vt.us

2. Condition 2. Revised budget:

a. Payroll employees should be listed in "Salaries & Wages category, etc.:

The revised budget is attached.

b. Names of the consultants:

As explained to you via email, pursuant to the VT Secretary of Administration's Bulletin 3.5, all state agencies are required to bid and then contract for services. Thus, no consultant can be hired until funds are available and this competitive process has been completed. Because of this we cannot provide the name of as-yet-unknown consultants. As per your email, we will identify

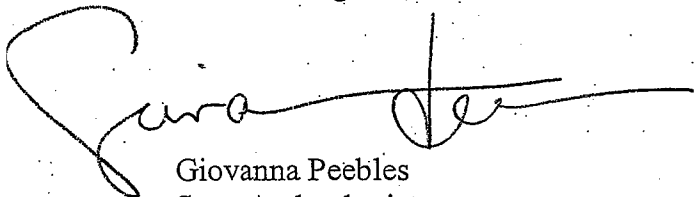


the consultants and discuss their qualifications in the final performance report, due after the grant has ended.

As I mentioned to you by phone this morning, two of our Agency staff persons originally written into the grant - - Ms. Dana Dean and Mr. Stephen Coble - are no longer with the Agency as a result of recent agency downsizing. To replace their time and expertise, the Agency's Senior Marketing Specialist (and web expert) **Ms. Kate Westbrook** is now on-board. A copy of her resume is attached.

Do not hesitate to call me at (802) 828-3050 or giovanna.peebles@state.vt.us if you have any questions. I look forward to meeting you on September 23.

With best regards,

A handwritten signature in cursive script, appearing to read "Giovanna Peebles". The signature is written in black ink and is positioned to the left of the typed name.

Giovanna Peebles
State Archeologist
VT Division for Historic Preservation

Grant Summary +
Budget
attached

Creating a Sense of Place Through Archeology:

Moving Archeology From Deep Storage Into the Public Eye

Through the Internet

A Digital "Start-Up" Grant

Submitted to

The National Endowment for the Humanities

Submitted By:

Giovanna Peebles

VT Division for Historic Preservation

Montpelier, VT

April 2, 2008

1. Statement of Significance and Impact.

The Vermont Division for Historic Preservation (VTDHP) seeks a Level I Start-Up Grant to revolutionize current practices of disseminating archeological information to scholars, educators, students, communities, and the general public. It seeks to transform the typical archeological investigation "end products" - - an unpublished technical paper report and one or more boxes full of artifacts and other data - - into an integrated virtual archeology museum. Given the wide and powerful range of currently available technological tools in combination with the Internet, this old way of doing business is just not good enough. This project is the first step towards creating a sustainable Internet-based Vermont archeology virtual museum that we call "*A Sense of Place Through Archeology*" and will lead the way for other states and organizations to use similar tools and formats. Most of American archeology is funded by federal and state regulatory requirements: each day hundreds of American archeologists, under contract, conduct dozens of archeological studies at various phases of intensity to help government agencies, developers, and other clients comply with a variety of laws. Many important sites are discovered each year. The collected artifacts and other data disappear into collection boxes and the recovered information and interpretations languish in unpublished technical reports. Great stories about our ancient and more recent past are not getting relayed to communities within which the sites are located, to educators, students, and even to other scholars.

While some rare organizations have created terrific Internet sites that display various types of linked archeological information, they are often closed to the public and are not comprehensive. Further, they are unique proprietary applications that are designed for a single site or geographic area. VTDHP is uniquely creating a proof of concept and prototype within which many data sets from scores of archeological sites are linked to timelines and places and can be populated as a standard practice for use by Vermont and other states and organizations. The "Sense of Place" project will create a best practices "template" for using the power of the Internet to exponentially increase access to existing archeological information and will strengthen stewardship of the archeological patrimony in the users' own backyards.

A user can choose a particular time period of interest, or a particular town, to browse the following information for individual sites: images and meanings of artifacts, images of the site and excavations, associated field and laboratory records of investigations, artifact data, GIS maps of the general site area (if not sensitive) or in some cases even exact test units, non-technical summaries about a site's role in understanding history, past cultures, and environments, stories and perspectives about the site and its use from indigenous people and from archeologists and other constituencies, links to PDFs of the technical report(s), links to historic maps and other relevant documents, other information & other links, and opportunities for people to comment and "participate." The grant will fund development of a plan, a proof of concept, and a prototype for a virtual archeology museum that can be used by any interested organization to reveal the information and stories now locked in inaccessible files and storage cabinets.

NATIONAL ENDOWMENT FOR THE HUMANITIES THREE-YEAR BUDGET FORM

Project Director: Giovanna Peebles, VT State Archeologist

Applicant Organization: VT Division for Historic Preservation

Requested Grant Period From (mo/yr): September 2008 Thru (mo/yr): December 2009

If this is a revised budget, indicate the NEH application/grant number: HD-50543

*The three-column budget has been developed for the convenience of those applicants who wish to identify the project costs that will be charged to NEH funds and those that will be cost shared. **FOR NEH PURPOSES, THE ONLY COLUMN THAT NEEDS TO BE COMPLETED IS COLUMN C.** The method of cost computation should clearly indicate how the total charge for each budget item was determined. If more space is needed for any budget category, please follow the budget format on a separate sheet of paper. Click [HERE](#) to see the detailed instructions.*

SECTION A - Year #1

Budget detail for the period FROM (mo/yr): September 2008 THRU (mo/yr): December 2009

When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the budget. For projects that will run less than eighteen months, only the last column of the budget should be completed.

1. Salaries and Wages

Provide the names and titles of the principal project personnel. For support staff, include the title of each position and indicate in brackets the number of persons who will be employed in that capacity. For persons employed on an academic year basis, list separately any salary charge for work done outside the academic year.

Name/Title of Position	No.	Method of Cost Computation (see sample)	NEH Funds (a)	Cost Sharing (b)	Total (c)
<u>Giovanna Peebles, State Archeologist</u>	<u>[]</u>	<u>\$ 259/day X 14 days</u>	<u>\$ 0</u>	<u>\$ 3,626</u>	<u>\$ 3,626</u>
<u>Kate Westbrook, Sr. Marketing Specialist</u>	<u>[]</u>	<u>\$ 171/day X 6 days</u>	<u>\$ 0</u>	<u>\$ 1,026</u>	<u>\$ 1,026</u>
<u>David Metraux, Director Web Services</u>	<u>[]</u>	<u>\$ 292/day X 6 days</u>	<u>\$ 0</u>	<u>\$ 1,752</u>	<u>\$ 1,752</u>
<u>Diane Ford, Financial Administrator</u>	<u>[]</u>	<u>\$ 210/day X 3 days</u>	<u>\$ 0</u>	<u>\$ 630</u>	<u>\$ 630</u>
<u>_____</u>	<u>[]</u>	<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>[]</u>	<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>[]</u>	<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
SUBTOTAL			\$ 0	\$ 7,034	\$ 7,034

2. Fringe Benefits

If more than one rate is used, list each rate and salary base.

Rate	Salary Base	(a)	(b)	(c)
<u>30</u>	<u>% of \$ 7,034</u>	<u>\$ 0</u>	<u>\$ 2,110</u>	<u>\$ 2,110</u>
<u>_____</u>	<u>% of \$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>% of \$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
SUBTOTAL		\$ 0	\$ 2,110	\$ 2,110

3. Consultant Fees

Include payments for professional and technical consultants and honoraria.

Name or type of consultant	No. of days on project	Daily rate of compensation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Design Consultant - Level 1	15	600	\$ 9,000	\$ 0	\$ 9,000
Design Consultant - Level 2	10	1,000	\$ 10,000	\$ 0	\$ 10,000
Archeology Consultant	12.5	400	\$ 5,000	\$ 0	\$ 5,000
			\$	\$	\$
SUBTOTAL			\$ 24,000	\$ 0	\$ 24,000

4. Travel

For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. When a project will involve the travel of a number of people to a conference, institute, etc., these costs may be summarized on one line by indicating the point of origin as "various." All foreign travel must be listed separately.

From/To	#	*	Subsistence	Transportation	(a)	(b)	(c)
			Costs +	Costs =			
Montpelier - Washington DC	[1]	[2]	\$ 350.0	\$ 350	\$ 700	\$ 0	\$ 700
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
SUBTOTAL					\$ 700	\$ 0	\$ 700

- Number of persons * - Total travel days

5. Supplies and Materials

Include consumable supplies, materials to be used in the project and items of expendable equipment (i.e., equipment items costing less than \$5,000 and with an estimated useful life of less than a year).

Item	Basis/Method of Cost Computation	(a)	(b)	(c)
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
SUBTOTAL		\$ 0	\$ 0	\$ 0

6. Services

Include the cost of duplication and printing, long distance telephone calls, equipment rental, postage, and other services related to project objectives that are not included under other budget categories or in the indirect cost pool. For subcontracts, provide an itemization of subcontract costs as an attachment.

Item	Basis/Method of Cost Computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Elizabeth Chilton, Prof Anthropology	\$370/day X 3 days	\$ 0	\$ 1,110	\$ 1,110
David Pollack, Dir. Kentucky Archeo Survey	\$ 259/day X 3 days	\$ 0	\$ 777	\$ 777
Mara Saule, Dean of Libraries & LS	\$ 400/day X 2 days	\$ 0	\$ 800	\$ 800
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
SUBTOTAL		\$ 0	\$ 2,687	\$ 2,687

7. Other Costs

Include participant stipends and room and board, equipment purchases, and other items not previously listed. Please note that "miscellaneous" and "contingency" are not acceptable budget categories. Refer to the budget instructions for the restriction on the purchase of permanent equipment.

Item	Basis/Method of Cost Computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Long distance phone & teleconf costs	est. 40 calls @ 5.00 each	\$ 200	\$ 0	\$ 200
color copying	est \$.20/sheet x 500	\$ 100	\$ 0	\$ 100
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
SUBTOTAL		\$ 300	\$ 0	\$ 300

8. Total Direct Costs (add subtotals of items 1 to 7) **\$ 25,000** **\$ 11,831** **\$ 36,831**

9. Indirect Costs

This budget item applies only to institutional applicants. If indirect costs are to be charged to this project, **CHECK THE APPROPRIATE BOX BELOW** and provide the information requested. Refer to the budget instructions for explanations of these options.

- Current indirect cost rate(s) has/have been negotiated with federal agency. (Complete items A and B.)
- Indirect cost proposal has been submitted to a federal agency, but not yet negotiated. (Indicate the name of the agency in Item A and show proposed rate(s) and base(s) and the amount(s) of indirect costs in item B.)
- Indirect cost proposal will be sent to NEH if application is funded. (Provide in Item B an estimate of the rate that will be used and indicate the base against which it will be charged and the amount of indirect costs.)
- Applicant chooses to use a rate not to exceed 10% of direct costs, less distorting items, up to a maximum charge of \$5,000 per year. (Under Item B, enter the proposed rate, the base against which the rate will be charged, and the computation of indirect costs or \$5,000 per year, whichever value is less.)
- For Public Program projects only: Applicant is a sponsorship (umbrella) organization and chooses to charge an administrative fee of 5% of total direct costs. (Complete Item B.)

Item A. Name of federal agency: _____
Date of agreement: _____

Item B.

Rate(s)	Base(s)	NEH Funds (a)	Cost Sharing (b)	Total (c)
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
TOTAL INDIRECT COSTS		\$ 0	\$ 0	\$ 0

10. Total Project Costs \$ 25,000 \$ 11,831 \$ 36,831
(Direct and Indirect) for budget period.

SECTION B

SUMMARY BUDGET

Transfer from Section A the total costs (column C) for each category of project expense. When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the summary budget. For projects that will run less than eighteen months, only the last column of the summary budget should be completed.

<i>Budget categories</i>	First year from: September 2008 thru: December 2009	Second year from: thru:	Third year from: thru:	TOTAL COSTS FOR ENTIRE GRANT PERIOD
1. Salaries and wages	\$ 7,034	\$ 0	\$ 0	= \$ 7,034
2. Fringe benefits	\$ 2,110	\$ 0	\$ 0	= \$ 2,110
3. Consultant fees	\$ 24,000	\$ 0	\$ 0	= \$ 24,000
4. Travel	\$ 700	\$ 0	\$ 0	= \$ 700
5. Supplies and materials	\$ 0	\$ 0	\$ 0	= \$ 0
6. Services	\$ 2,687	\$ 0	\$ 0	= \$ 2,687
7. Other costs	\$ 300	\$ 0	\$ 0	= \$ 300
8. Total direct costs (Items 1-7)	\$ 36,831	\$ 0	\$ 0	= \$ 36,831
9. Indirect costs	\$ 0	\$ 0	\$ 0	= \$ 0
10. Total project costs (direct and indirect)	\$ 36,831	\$ 0	\$ 0	= \$ 36,831

PROJECT FUNDING FOR ENTIRE GRANT PERIOD

1. Indicate the amount of outright and/or federal matching funds that is requested from NEH.
2. Indicate the amount of cash contributions that will be made by the applicant and cash and in-kind contributions made by third parties to support project expenses that appear in the budget. Cash gifts that will be raised to release federal matching funds should be included under "Third-party contributions." (Consult the program guidelines for information on cost sharing requirements.) When a project will generate income that will be used during the grant period to support expenses listed in the budget, indicate the amount of income that will be expended on budgeted project activities. Indicate funding received from other federal agencies.
3. Total Project Funding should equal Total Project Costs.

1. REQUESTED FROM NEH

Outright \$ 25,000
Federal Matching \$ _____
TOTAL NEH FUNDING \$ 25,000

2. COST SHARING

Applicant's contributions \$ 11,831
Third-party contributions \$ _____
Project income \$ _____
Other federal agencies \$ _____
TOTAL COST SHARING \$ 11,831

3. TOTAL PROJECT FUNDING (Total NEH Funding + Total Cost Sharing): \$ 36,831

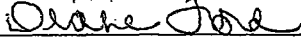
Submission of a Revised Budget

When submitting a revised budget, the Institutional Grant Administrator or Individual Applicant should provide the information requested below. The signature of this person indicates approval of the budget submission and the agreement of the organization/individual to cost share project expenses at the level under "Project Funding."

Name and Title: Diane Ford, Financial Manager

Telephone: (802) 828-5203

E-mail: diane.ford@state.vt.us

Signature: 

Date: 09/02/2008



ACCD PROJECT APPROVAL FORM

1 of 3

Department: Housing & Community Affairs
Division: Historic Preservation
Making Request: Giovanna Peebles
Date: April 1, 2008

Describe briefly the project (if statutory please cite):

DHP is applying to the National Endowment for the Humanities for a \$ 25,000 Digital Start-Up Grant to create a plan (Dave Metraux calls it a "proof of concept") for our "virtual archeology museum." While this grant is a long shot, the project is a priority for the DHP and in Giovanna's 2008 Work Plan. The DHP has proposed a pilot archeology virtual museum for the Quad celebrations and this grant application initiates this project. No match is required. The project basically proposes to take all the amazing archeological information now collected in boxes and in unread reports and put it on the Internet but in a far richer, really interesting way.
Statutory citation: 22 VSA 14 Section 723 (a) (8): DHP shall develop a continuing program of ...archeological research and development to include....interpretation and publication....

ACCD Staff Involvement and Project Lead:

Lead: Giovanna Peebles
Other ACCD staff (in advisory capacity): Dana Dean, David Metraux, SHPO Jane Lendway, Steve Coble, and Commissioner Bruce Hyde.

Costs: Approx. \$ 3,100 in staff time

Has your business manager been notified? YES

Sources of Funding: 100 % cash from NEH, ACCD staff time

Space Required: none

IT Requirements: The project will only create a plan. Once the plan is done, we can then assess ACCD IT requirements.

Other Requirements: We'll need to write 2 contracts for consultant services.

Sustainability: Project will create a plan only – sustainability of the plan to be determined as a next step.

When will it begin? Sept. 2008 **End?** Sept. 2009

Report Required? All grants have reporting requirements.

What is the Dept./Division/Agency's responsibility? Implement the grant and make sure tasks are completed on schedule and within budget.

Any other Department or Agency involved?

In ACCD, IT and Tourism and Marketing.

Other collaborators include UVM, University of Massachusetts, Amherst, the National Park Service, and the State of Kentucky.

How does this serve the Agency Mission? Archeology is an important community asset but most communities are unaware of their amazing archeological heritage. This project will begin to create an opportunity to get archeological information to communities, educators, students, the general public, and to scholars. Increased awareness and appreciation of archeological sites will enormously improve resource protection.

Can this project serve other Agencies Missions?

Right now we are only creating a plan, but it's our strong belief that a Vermont virtual archeology museum will bring more visitors to Vermont, will enhance educational opportunities at a time when schools have no money for field trips, will provide a whole new dimension to "local history" and will enhance Vermonters' "sense of place." This is the first step of a "legacy project" that will live far beyond any of us once it's up and running some day.

Supervisor's Approval: *Joe Cordery* Date: March 31, 2008
Commissioner Approval: *[Signature]* Date: 4/1/08

Supervisor's approval must be received for all new initiatives or substantive changes in initiatives that will require more than 8 hours of an Agency staff member's time that is different than customary duties of the position. Additionally, commissioner approval must be received for any new project that will require more than 40 hours of an Agency staff member's time that is different than the customary duties of the position. This would include becoming a member of a new committee, writing and/or executing a grant program or initiating a new project. Involvement in VtShares or writing an EPA grant would be good examples. Once approved, a copy must be sent to the Deputy Secretary and a copy should be on file in the approving authority's files.

JFO #2340

STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This Grant to the Division for Historic Preservation, archeology program is to do start up work for an Internet-based Vermont archeology virtual museum.

TITLE OF GRANT: Creating a Sense of Place through Archeology

FEDERAL CATALOG No.: 45.169

GRANTOR / DONOR: National Endowment of the Humanities
1100 Pennsylvania Ave. NW
Washington, DC 20506

DATE: 9/10/08

DEPARTMENT: Housing and Community Affairs

GRANT / DONATION: This project is aimed at making Vermont archeological information available to scholars, educators, students, and the general public in a user friendly way.

AMOUNT / VALUE: \$25,000.00

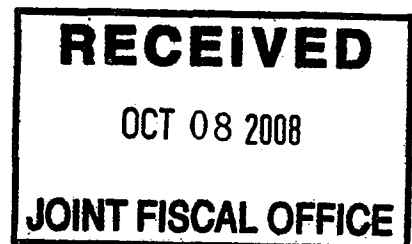
POSITIONS REQUESTED: None

GRANT PERIOD: 9/1/08 to 10/31/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:
SECRETARY OF ADMINISTRATION
SENT TO JOINT FISCAL OFFICE:

(INITIAL) ~~MM~~ 9/15/08
(INITIAL) ~~MM~~ 9/22/08
DATE: 9/29/08



**STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)**

**FORM AA-1
(Rev. 9-90)**

1. **Agency:** ACCD
 2. **Department:** Housing & Community Affairs
 3. **Program:** Historic Preservation - Archeology
 4. **Legal Title of Grant:** Creating a Sense of Place Through Archeology
 5. **Federal Catalog No.:** 45.169
 6. **Grantor and Office Address:**
 National Endowment of the Humanities
 1100 Pennsylvania Ave. NW
 Washington DC 20506

7. **Grant Period:** From: 09/01/2008 To: 10/31/2009

8. **Purpose of Grant:** (attach additional sheets if needed)
 To support creation of an Internet-based Vermont archeology virtual "museum. Purpose is to get archeological information – now in hard-to-find technical reports and in boxes at the VT Archeology Heritage Center – out to scholars, educators, students, communities, and the general public. Grant will pay to create a "proof of concept" and prototype.

9. **Impact on Existing Programs if Grant is not Accepted:**
 State of Vermont agencies, such as VTrans, and other organizations and developers have invested a great deal of money over several decades to investigate archeological sites. The important discoveries we've made will stay unknown in hard-to-find and hard-to-read reports and in collections boxes unless we move forward with this project. This is a DHP priority.

10. Budget Information:	(1st State FY) FY 2009	(2nd State FY) FY 2010	(3rd State FY) FY 2011
EXPENDITURES:			
Personal Services	\$ 19,000.00	\$ 5,000.00	\$
Operating Expenses	\$ 1,000.00	\$	\$
Grants	\$	\$	\$
TOTAL	\$ 20,000.00	\$ 5,000.00	\$ 0.00
REVENUES:			
<u>State Funds:</u>			
Cash	\$	\$	\$
In-Kind	\$	\$	\$
<u>Federal Funds:</u>			
(Direct Costs)	\$ 20,000.00	\$ 5,000.00	\$
(Statewide Indirect)	\$	\$	\$
(Department Indirect)	\$	\$	\$
<u>Other Funds:</u>			
(source) Grant	\$	\$	\$
TOTAL	\$ 20,000.00	\$ 5,000.00	\$ 0.00

Appropriation Nos.	Amounts
711001040	\$ 25,000.00
	\$
	\$

-over-

REC'D SEP 08 2008

11. Will grant monies be spent by one or more personal service contracts?

YES NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X Mary Dry

12a. Please list any requested Limited Service positions:

Titles	Number of Positions
TOTAL Positions	0

12b. Equipment and space for these positions:

NA Is presently available.
 Can be obtained with available funds.

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant. ~~xxx~~

Mary Dry
(Signature)

9/9/08
(Date)

Acting Commissioner
(Title)

*** OTHER THAN THE REQUIRED RECIPIENT GRANT TRAINING ON 9/23 IN WASHINGTON DC

14. Action by Governor:

Approved
 Rejected

[Signature]
(Signature)

9/25/08
(Date)

15. Secretary of Administration:

Request to JFO
 Information to JFO

Renida P. McLean
(Signature)

9/22/08
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

(Signature)

(Date)

NEH 1092 (06-2002)

OFFICIAL NOTICE OF ACTION
National Endowment for the Humanities

Award Recipient State of Vermont Division for Historic Preservation Institutional Grant Administrator: Ms. Diane L. Ford Financial Administrator Vermont Division for Historic Preservation National Life Bldg, 2nd Floor Montpelier, VT 05620-0201	Action Taken : Award	Date Of Action : 09/05/2008
	ID Number : HD-50543-08	
	Award Period : From : 09/01/2008 Thru : 10/31/2009	
	Award Amounts Outright \$ 25,000.00 Federal Match \$ 0.00 Other \$ 0.00 Total Awarded \$ 25,000.00	Federal Matching Funds Amount Offered \$ 0.00 Offer Expires
Project Director : Ms. Giovanna Peebles		

Project Title :

Creating A Sense of Place Through Archeology: Moving Archeology From Deep Storage Into the Public Eye Through the Internet

Remarks:

All terms and conditions that apply to this award will be considered acceptable unless a written objection is submitted within thirty days of the date of this notice. The first request for payment will indicate the recipient's acceptance of the award.

The administration of this grant and the expenditure of funds are subject to the NEH General Terms and Conditions for Awards to Organizations (March 2005). This document incorporates by reference the Uniform Administrative Requirements for Grants and Contracts to State and Local Governments (45 C.F.R. Part 1174), the audit requirements of OMB Circular A-133, and the cost principles of OMB Circular A-87.

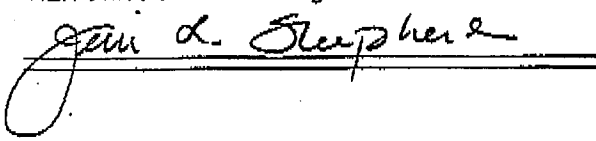
The due dates for the required financial and performance reports for this grant appear on the last attachment to this notice.

Forms and publications referenced in this award package, including the financial and performance reporting forms and instructions, are available from our website. Go to www.neh.gov and click on "Grant Management." Printed copies are available by request from the Office of Grant Management, Room 311, 1100 Pennsylvania Avenue, NW, Washington DC 20506. Please see the enclosed "Online Award Material" sheet for more information.

Payment of this grant will be made on an advance basis. Information on requesting payment will be found in the Financial Reporting Requirements (formerly Enclosure 1).

This award was funded by the NEH program described in CFDA section 45.169

NEH Office of Grant Management Official



for Susan G. Daisey

Director, Office of Grant Management

Award Recipient

Peebles, Giovanna

From: Hall, Michael [MHall@neh.gov]
Sent: Tuesday, August 05, 2008 2:01 PM
To: Peebles, Giovanna
Subject: NEH Digital Humanities Start-Up Grant, HD-50543

Dear Giovanna Peebles:

Congratulations. Your application for a Digital Humanities Start-Up Grant to support "Creating a Sense of Place Through Archaeology" has been successful. You will be awarded \$25,000.

I also wanted to alert you to the date for the project directors meeting, which will be held in Washington, DC, on September 23, 2008.

More official word of the award and all of the necessary documentation will follow from the NEH Office of Grant Management, as well as more details regarding the project directors meeting from the Office of Digital Humanities. Meanwhile, if you have any questions, please be in touch with

Yours truly,

Michael Hall

--
Michael L. Hall
Division of Education Programs
National Endowment for the Humanities
Washington, DC 20506
mhall@neh.gov - 202/606-8461 (Phone) 202/606-8204 (FAX)



NATIONAL
ENDOWMENT
FOR THE
HUMANITIES

1100 PENNSYLVANIA AVE., NW
WASHINGTON, D.C. 20506

WWW.NEH.GOV

August 15, 2008

Ms. Giovanna Peebles
Vermont State Archeologist
VT Division for Historic Preservation
National Life Building, 2nd Floor
Montpelier, VT 05620-0201

Dear Ms. Peebles:

This letter is in reference to application HD-50543 submitted by the Vermont Division for Historic Preservation for support of the project entitled, "Creating a Sense of Place through Archeology: Moving Archeology from Deep Storage into the Public Eye through the Internet," under your direction.

The Endowment offers to support this project an amount not to exceed \$25,000, subject to the fulfillment of the following conditions:

1. It is not acceptable to the Endowment for you to serve as both the project director and the institutional grant administrator. As the proposal indicates that you will direct and participate in all aspects of the project, someone else should serve as the institutional grant administrator. This position should be held by a person who administers awards to your institution to ensure compliance with terms and conditions. Please provide the name and contact information for this official.
2. A revised budget that addresses the concerns listed below must be submitted for Endowment approval. Please note that all charges included in the budget must be allowable, allocable to this project, and incurred within the requested grant period.

-- Only payroll employees of your institution should be listed in the "Salaries and Wages" category of the NEH budget form. Non-employees should be shown in either the "Services" or "Other Costs" category.

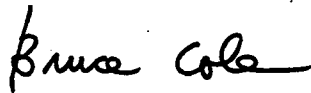
-- The names of the consultants should be provided.

The NEH budget form is available on the NEH Web site at www.neh.gov, click on "Grant Management." Any questions about the revised budget should be addressed to Ms. Jerri L. Shepherd in the Office of Grant Management at (202) 606-8604 or jshepherd@neh.gov.

If you wish to accept this offer of support, your response to the above conditions should be submitted to the Endowment as soon as possible, **but not later than Friday, September 5, 2008**. The material should be addressed to Ms. Jerri L. Shepherd, Office of Grant Management, Room 311, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. As federal agencies in Washington D.C. continue to experience disruptions in U.S. Mail delivery, we will also accept the material via private delivery services such as FedEx or UPS. Please note that the Endowment's review of the material requested and the preparation of the award documents require approximately four weeks.

You are cautioned that this letter does not constitute an award. Should you have any questions concerning this offer of support, please feel free to contact Ms. Shepherd at (202) 606-8604 (e-mail address: jshpherd@neh.gov).

Sincerely,

A handwritten signature in black ink that reads "Bruce Cole". The signature is written in a cursive style with a long, sweeping underline.

Bruce Cole
Chairman

State of Vermont
Division for Historic Preservation
National Life Building, Floor 2
Montpelier, VT 05620-1201
www.HistoricVermont.org

[phone] 802-828-3211
[fax] 802-828-3206

Agency of Commerce &
Community Development

September 2, 2008

Ms. Jerri L. Shepherd
Office of Grant management
Room 311
National Endowment for the Humanities
1100 Pennsylvania Ave., NW
Washington, DC 20506

RE: **NEH Application HD-50543**

Dear Ms. Shepherd:

This letter and attached documentation respond to Chairman Bruce Cole's letter of August 12, 2008, and follows-up our email and phone conversations. The VT Division for Historic Preservation is pleased to fulfill the requested conditions as follows:

1. Condition 1. Name and Contact of the Division's institutional grant administrator:

Name: Diane Ford

Title: Financial Administrator

Address:

VT Division for Historic Preservation
National Life, 2nd Floor
Montpelier, VT 05620-0201

Phone: (802) 828-5203

FAX: (802) 828-3206

Email: diane.ford@state.vt.us

2. Condition 2. Revised budget:

a. Payroll employees should be listed in "Salaries & Wages category, etc.:

The revised budget is attached.

b. Names of the consultants:

As explained to you via email, pursuant to the VT Secretary of Administration's Bulletin 3.5, all state agencies are required to bid and then contract for services. Thus, no consultant can be hired until funds are available and this competitive process has been completed. Because of this we cannot provide the name of as-yet-unknown consultants. As per your email, we will identify

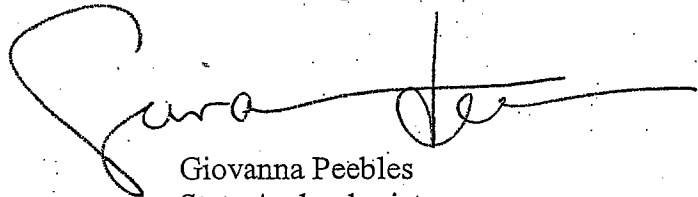


the consultants and discuss their qualifications in the final performance report, due after the grant has ended.

As I mentioned to you by phone this morning, two of our Agency staff persons originally written into the grant - - Ms. Dana Dean and Mr. Stephen Coble - are no longer with the Agency as a result of recent agency downsizing. To replace their time and expertise, the Agency's Senior Marketing Specialist (and web expert) **Ms. Kate Westbrook** is now on-board. A copy of her resume is **attached**.

Do not hesitate to call me at (802) 828-3050 or giovanna.peebles@state.vt.us if you have any questions. I look forward to meeting you on September 23.

With best regards,

A handwritten signature in black ink, appearing to read 'Giovanna Peebles', with a long horizontal flourish extending to the right.

Giovanna Peebles
State Archeologist
VT Division for Historic Preservation

Grant Summary +
Budget
attached

Creating a Sense of Place Through Archeology:

Moving Archeology From Deep Storage Into the Public Eye

Through the Internet

A Digital "Start-Up" Grant

Submitted to

The National Endowment for the Humanities

Submitted By:

Giovanna Peebles

VT Division for Historic Preservation

Montpelier, VT

April 2, 2008

1. Statement of Significance and Impact.

The Vermont Division for Historic Preservation (VTDHP) seeks a Level I Start-Up Grant to revolutionize current practices of disseminating archeological information to scholars, educators, students, communities, and the general public. It seeks to transform the typical archeological investigation "end products" - - an unpublished technical paper report and one or more boxes full of artifacts and other data - - into an integrated virtual archeology museum. Given the wide and powerful range of currently available technological tools in combination with the Internet, this old way of doing business is just not good enough. This project is the first step towards creating a sustainable Internet-based Vermont archeology virtual museum that we call "*A Sense of Place Through Archeology*" and will lead the way for other states and organizations to use similar tools and formats. Most of American archeology is funded by federal and state regulatory requirements: each day hundreds of American archeologists, under contract, conduct dozens of archeological studies at various phases of intensity to help government agencies, developers, and other clients comply with a variety of laws. Many important sites are discovered each year. The collected artifacts and other data disappear into collection boxes and the recovered information and interpretations languish in unpublished technical reports. Great stories about our ancient and more recent past are not getting relayed to communities within which the sites are located, to educators, students, and even to other scholars.

While some rare organizations have created terrific Internet sites that display various types of linked archeological information, they are often closed to the public and are not comprehensive. Further, they are unique proprietary applications that are designed for a single site or geographic area. VTDHP is uniquely creating a proof of concept and prototype within which many data sets from scores of archeological sites are linked to timelines and places and can be populated as a standard practice for use by Vermont and other states and organizations. The "Sense of Place" project will create a best practices "template" for using the power of the Internet to exponentially increase access to existing archeological information and will strengthen stewardship of the archeological patrimony in the users' own backyards.

A user can choose a particular time period of interest, or a particular town, to browse the following information for individual sites: images and meanings of artifacts, images of the site and excavations, associated field and laboratory records of investigations, artifact data, GIS maps of the general site area (if not sensitive) or in some cases even exact test units, non-technical summaries about a site's role in understanding history, past cultures, and environments, stories and perspectives about the site and its use from indigenous people and from archeologists and other constituencies, links to PDFs of the technical report(s), links to historic maps and other relevant documents, other information & other links, and opportunities for people to comment and "participate." The grant will fund development of a plan, a proof of concept, and a prototype for a virtual archeology museum that can be used by any interested organization to reveal the information and stories now locked in inaccessible files and storage cabinets.

NATIONAL ENDOWMENT FOR THE HUMANITIES

THREE-YEAR BUDGET FORM

Project Director: Giovanna Peebles, VT State Archeologist

Applicant Organization: VT Division for Historic Preservation

Requested Grant Period From (mo/yr): September 2008 Thru (mo/yr): December 2009

If this is a revised budget, indicate the NEH application/grant number: HD-50543

*The three-column budget has been developed for the convenience of those applicants who wish to identify the project costs that will be charged to NEH funds and those that will be cost shared. **FOR NEH PURPOSES, THE ONLY COLUMN THAT NEEDS TO BE COMPLETED IS COLUMN C.** The method of cost computation should clearly indicate how the total charge for each budget item was determined. If more space is needed for any budget category, please follow the budget format on a separate sheet of paper. Click [HERE](#) to see the detailed instructions.*

SECTION A - Year #1

Budget detail for the period FROM (mo/yr): September 2008 THRU (mo/yr): December 2009

When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the budget. For projects that will run less than eighteen months, only the last column of the budget should be completed.

1. Salaries and Wages

Provide the names and titles of the principal project personnel. For support staff, include the title of each position and indicate in brackets the number of persons who will be employed in that capacity. For persons employed on an academic year basis, list separately any salary charge for work done outside the academic year.

Name/Title of Position	No.	Method of Cost Computation (see sample)	NEH Funds (a)	Cost Sharing (b)	Total (c)
Giovanna Peebles, State Archeologist	[]	\$ 259/day X 14 days	\$ 0	\$ 3,626	\$ 3,626
Kate Westbrook, Sr. Marketing Specialist	[]	\$ 171/day X 6 days	\$ 0	\$ 1,026	\$ 1,026
David Metraux, Director Web Services	[]	\$ 292/day X 6 days	\$ 0	\$ 1,752	\$ 1,752
Diane Ford, Financial Administrator	[]	\$ 210/day X 3 days	\$ 0	\$ 630	\$ 630
	[]		\$	\$	\$
	[]		\$	\$	\$
	[]		\$	\$	\$
SUBTOTAL			\$ 0	\$ 7,034	\$ 7,034

2. Fringe Benefits

If more than one rate is used, list each rate and salary base.

Rate	Salary Base	(a)	(b)	(c)
30 % of \$	7,034	\$ 0	\$ 2,110	\$ 2,110
% of \$		\$	\$	\$
% of \$		\$	\$	\$
SUBTOTAL		\$ 0	\$ 2,110	\$ 2,110

3. Consultant Fees

Include payments for professional and technical consultants and honoraria.

Name or type of consultant	No. of days on project	Daily rate of compensation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Design Consultant - Level 1	15	600	\$ 9,000	\$ 0	\$ 9,000
Design Consultant - Level 2	10	1,000	\$ 10,000	\$ 0	\$ 10,000
Archeology Consultant	12.5	400	\$ 5,000	\$ 0	\$ 5,000
			\$	\$	\$
SUBTOTAL			\$ 24,000	\$ 0	\$ 24,000

4. Travel

For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. When a project will involve the travel of a number of people to a conference, institute, etc., these costs may be summarized on one line by indicating the point of origin as "various." All foreign travel must be listed separately.

From/To	#	*	Subsistence Costs +	Transportation Costs =	(a)	(b)	(c)
Montpelier -Washington DC	[1]	[2]	\$ 350.0	\$ 350	\$ 700	\$ 0	\$ 700
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
	[]	[]	\$	\$	\$	\$	\$
SUBTOTAL					\$ 700	\$ 0	\$ 700

- Number of persons * - Total travel days

5. Supplies and Materials

Include consumable supplies, materials to be used in the project and items of expendable equipment (i.e., equipment items costing less than \$5,000 and with an estimated useful life of less than a year).

Item	Basis/Method of Cost Computation	(a)	(b)	(c)
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
SUBTOTAL		\$ 0	\$ 0	\$ 0

6. Services

Include the cost of duplication and printing, long distance telephone calls, equipment rental, postage, and other services related to project objectives that are not included under other budget categories or in the indirect cost pool. For subcontracts, provide an itemization of subcontract costs as an attachment.

Item	Basis/Method of Cost Computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
<u>Elizabeth Chilton, Prof Anthropology</u>	<u>\$370/day X 3 days</u>	<u>\$ 0</u>	<u>\$ 1,110</u>	<u>\$ 1,110</u>
<u>David Pollack, Dir. Kentucky Archeo Survey</u>	<u>\$ 259/day X 3 days</u>	<u>\$ 0</u>	<u>\$ 777</u>	<u>\$ 777</u>
<u>Mara Saule, Dean of Libraries & LS</u>	<u>\$ 400/day X 2 days</u>	<u>\$ 0</u>	<u>\$ 800</u>	<u>\$ 800</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
	SUBTOTAL	<u>\$ 0</u>	<u>\$ 2,687</u>	<u>\$ 2,687</u>

7. Other Costs

Include participant stipends and room and board, equipment purchases, and other items not previously listed. Please note that "miscellaneous" and "contingency" are not acceptable budget categories. Refer to the budget instructions for the restriction on the purchase of permanent equipment.

Item	Basis/Method of Cost Computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
<u>Long distance phone & teleconf costs</u>	<u>est. 40 calls @ 5.00 each</u>	<u>\$ 200</u>	<u>\$ 0</u>	<u>\$ 200</u>
<u>color copying</u>	<u>est \$.20/sheet x 500</u>	<u>\$ 100</u>	<u>\$ 0</u>	<u>\$ 100</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
	SUBTOTAL	<u>\$ 300</u>	<u>\$ 0</u>	<u>\$ 300</u>

8. Total Direct Costs (add subtotals of items 1 to 7)

\$ 25,000 \$ 11,831 \$ 36,831

9. Indirect Costs

This budget item applies only to institutional applicants. If indirect costs are to be charged to this project, **CHECK THE APPROPRIATE BOX BELOW** and provide the information requested. Refer to the budget instructions for explanations of these options.

- Current indirect cost rate(s) has/have been negotiated with federal agency. (Complete items A and B.)
- Indirect cost proposal has been submitted to a federal agency, but not yet negotiated. (Indicate the name of the agency in Item A and show proposed rate(s) and base(s) and the amount(s) of indirect costs in item B.)
- Indirect cost proposal will be sent to NEH if application is funded. (Provide in Item B an estimate of the rate that will be used and indicate the base against which it will be charged and the amount of indirect costs.)
- Applicant chooses to use a rate not to exceed 10% of direct costs, less distorting items, up to a maximum charge of \$5,000 per year. (Under Item B, enter the proposed rate, the base against which the rate will be charged, and the computation of indirect costs or \$5,000 per year, whichever value is less.)
- For Public Program projects only: Applicant is a sponsorship (umbrella) organization and chooses to charge an administrative fee of 5% of total direct costs. (Complete Item B.)

Item A. Name of federal agency: _____
Date of agreement: _____

Item B.

Rate(s)	Base(s)	NEH Funds (a)	Cost Sharing (b)	Total (c)
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
TOTAL INDIRECT COSTS		\$ 0	\$ 0	\$ 0

10. Total Project Costs

(Direct and Indirect) for budget period.

\$ 25,000 \$ 11,831 \$ 36,831

SECTION B

SUMMARY BUDGET

Transfer from Section A the total costs (column C) for each category of project expense. When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the summary budget. For projects that will run less than eighteen months, only the last column of the summary budget should be completed.

<i>Budget categories</i>	First year from: September 2008 thru: December 2009	Second year from: thru:	Third year from: thru:	TOTAL COSTS FOR ENTIRE GRANT PERIOD
1. Salaries and wages	\$ 7,034	\$ 0	\$ 0	= \$ 7,034
2. Fringe benefits	\$ 2,110	\$ 0	\$ 0	= \$ 2,110
3. Consultant fees	\$ 24,000	\$ 0	\$ 0	= \$ 24,000
4. Travel	\$ 700	\$ 0	\$ 0	= \$ 700
5. Supplies and materials	\$ 0	\$ 0	\$ 0	= \$ 0
6. Services	\$ 2,687	\$ 0	\$ 0	= \$ 2,687
7. Other costs	\$ 300	\$ 0	\$ 0	= \$ 300
8. Total direct costs (Items 1-7)	\$ 36,831	\$ 0	\$ 0	= \$ 36,831
9. Indirect costs	\$ 0	\$ 0	\$ 0	= \$ 0
10. Total project costs (direct and indirect)	\$ 36,831	\$ 0	\$ 0	= \$ 36,831

PROJECT FUNDING FOR ENTIRE GRANT PERIOD

1. Indicate the amount of outright and/or federal matching funds that is requested from NEH.
2. Indicate the amount of cash contributions that will be made by the applicant and cash and in-kind contributions made by third parties to support project expenses that appear in the budget. Cash gifts that will be raised to release federal matching funds should be included under "Third-party contributions." (Consult the program guidelines for information on cost sharing requirements.) When a project will generate income that will be used during the grant period to support expenses listed in the budget, indicate the amount of income that will be expended on budgeted project activities. Indicate funding received from other federal agencies.
3. Total Project Funding should equal Total Project Costs.

1. REQUESTED FROM NEH

Outright \$ 25,000
Federal Matching \$ _____

TOTAL NEH FUNDING \$ 25,000

2. COST SHARING

Applicant's contributions \$ 11,831
Third-party contributions \$ _____
Project income \$ _____
Other federal agencies \$ _____
TOTAL COST SHARING \$ 11,831

3. TOTAL PROJECT FUNDING (Total NEH Funding + Total Cost Sharing): \$ 36,831


Submission of a Revised Budget

When submitting a revised budget, the Institutional Grant Administrator or Individual Applicant should provide the information requested below. The signature of this person indicates approval of the budget submission and the agreement of the organization/individual to cost share project expenses at the level under "Project Funding."

Name and Title: Diane Ford, Financial Manager

Telephone: (802) 828-5203

E-mail: diane.ford@state.vt.us

Signature: 

Date: 09/02/2008

☑

ACCD PROJECT APPROVAL FORM

1 of 3

Department: Housing & Community Affairs

Division: Historic Preservation

Making Request: Giovanna Peebles

Date: April 1, 2008

Describe briefly the project (if statutory please cite):

DHP is applying to the National Endowment for the Humanities for a \$ 25,000 Digital Start-Up Grant to create a plan (Dave Metraux calls it a "proof of concept") for our "virtual archeology museum." While this grant is a long shot, the project is a priority for the DHP and in Giovanna's 2008 Work Plan. The DHP has proposed a pilot archeology virtual museum for the Quad celebrations and this grant application initiates this project. No match is required. The project basically proposes to take all the amazing archeological information now collected in boxes and in unread reports and put it on the Internet but in a far richer, really interesting way.

Statutory citation: 22 VSA 14 Section 723 (a) (8): DHP shall develop a continuing program of ...archeological research and development to include....interpretation and publication....

ACCD Staff Involvement and Project Lead:

Lead: Giovanna Peebles

Other ACCD staff (in advisory capacity): Dana Dean, David Metraux, SHPO Jane Lendway, Steve Coble, and Commissioner Bruce Hyde.

Costs: Approx. \$ 3,100 in staff time

Has your business manager been notified? YES

Sources of Funding: 100 % cash from NEH, ACCD staff time

Space Required: none

IT Requirements: The project will only create a plan. Once the plan is done, we can then assess ACCD IT requirements.

Other Requirements: We'll need to write 2 contracts for consultant services.

Sustainability: Project will create a plan only – sustainability of the plan to be determined as a next step.

When will it begin? Sept. 2008 **End?** Sept. 2009

Report Required? All grants have reporting requirements.

What is the Dept./Division/Agency's responsibility? Implement the grant and make sure tasks are completed on schedule and within budget.

Any other Department or Agency involved?

In ACCD, IT and Tourism and Marketing.

Other collaborators include UVM, University of Massachusetts, Amherst, the National Park Service, and the State of Kentucky.

How does this serve the Agency Mission? Archeology is an important community asset but most communities are unaware of their amazing archeological heritage. This project will begin to create an opportunity to get archeological information to communities, educators, students, the general public, and to scholars. Increased awareness and appreciation of archeological sites will enormously improve resource protection.

Can this project serve other Agencies Missions?

Right now we are only creating a plan, but it's our strong belief that a Vermont virtual archeology museum will bring more visitors to Vermont, will enhance educational opportunities at a time when schools have no money for field trips, will provide a whole new dimension to "local history" and will enhance Vermonters' "sense of place." This is the first step of a "legacy project" that will live far beyond any of us once it's up and running some day.

Supervisor's Approval: *John P. Ordway*

Date: *March 31, 2008*

Commissioner Approval: *[Signature]*

Date: *4/1/08*

Supervisor's approval must be received for all new initiatives or substantive changes in initiatives that will require more than 8 hours of an Agency staff member's time that is different than customary duties of the position. Additionally, commissioner approval must be received for any new project that will require more than 40 hours of an Agency staff member's time that is different than the customary duties of the position. This would include becoming a member of a new committee, writing and/or executing a grant program or initiating a new project. Involvement in VtShares or writing an EPA grant would be good examples. Once approved, a copy must be sent to the Deputy Secretary and a copy should be on file in the approving authority's files.



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Representative Helen Head

From: Nathan Lavery, Fiscal Analyst

Date: October 8, 2008

Subject: JFO #2340 (Vermont Archeological Virtual Museum)

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski
Rep. Shap Smith
Stephen Klein

JFO #2340

STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This Grant to the Division for Historic Preservation, archeology program is to do start up work for an Internet-based Vermont archeology virtual museum.

TITLE OF GRANT: Creating a Sense of Place through Archeology

FEDERAL CATALOG No.: 45.169

GRANTOR / DONOR: National Endowment of the Humanities
1100 Pennsylvania Ave. NW
Washington, DC 20506

DATE: 9/10/08

DEPARTMENT: Housing and Community Affairs

GRANT / DONATION: This project is aimed at making Vermont archeological information available to scholars, educators, students, and the general public in a user friendly way.

AMOUNT / VALUE: \$25,000.00

POSITIONS REQUESTED: None

GRANT PERIOD: 9/1/08 to 10/31/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:
SECRETARY OF ADMINISTRATION
SENT TO JOINT FISCAL OFFICE:

(INITIAL) JK 9/15/08
(INITIAL) JKM 9/22/08
DATE: 9/29/08



**STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)**

**FORM AA-1
(Rev. 9-90)**

1. **Agency:** ACCD
 2. **Department:** Housing & Community Affairs
 3. **Program:** Historic Preservation - Archeology
 4. **Legal Title of Grant:** Creating a Sense of Place Through Archeology
 5. **Federal Catalog No.:** 45.169
 6. **Grantor and Office Address:**
 National Endowment of the Humanities
 1100 Pennsylvania Ave. NW
 Washington DC 20506

7. **Grant Period:** From: 09/01/2008 To: 10/31/2009

8. **Purpose of Grant:** (attach additional sheets if needed)
 To support creation of an Internet-based Vermont archeology virtual "museum. Purpose is to get archeological information – now in hard-to-find technical reports and in boxes at the VT Archeology Heritage Center – out to scholars, educators, students, communities, and the general public. Grant will pay to create a "proof of concept" and prototype.

9. **Impact on Existing Programs if Grant is not Accepted:**
 State of Vermont agencies, such as VTtrans, and other organizations and developers have invested a great deal of money over several decades to investigate archeological sites. The important discoveries we've made will stay unknown in hard-to-find and hard-to-read reports and in collections boxes unless we move forward with this project. This is a DHP priority.

10. Budget Information:	(1st State FY) FY 2009	(2nd State FY) FY 2010	(3rd State FY) FY 2011
EXPENDITURES:			
Personal Services	\$ 19,000.00	\$ 5,000.00	\$
Operating Expenses	\$ 1,000.00	\$	\$
Grants	\$	\$	\$
TOTAL	\$ 20,000.00	\$ 5,000.00	\$ 0.00
REVENUES:			
<u>State Funds:</u>			
Cash	\$	\$	\$
In-Kind	\$	\$	\$
<u>Federal Funds:</u>			
(Direct Costs)	\$ 20,000.00	\$ 5,000.00	\$
(Statewide Indirect)	\$	\$	\$
(Department Indirect)	\$	\$	\$
<u>Other Funds:</u>			
(source) Grant	\$	\$	\$
TOTAL	\$ 20,000.00	\$ 5,000.00	\$ 0.00

<u>Appropriation Nos.</u>	<u>Amounts</u>
711001040	\$ 25,000.00
	\$
	\$

-over-

REC'D SEP 08 2008

NEH 1092 (06-2002)

OFFICIAL NOTICE OF ACTION
National Endowment for the Humanities

Award Recipient State of Vermont Division for Historic Preservation Institutional Grant Administrator : Ms. Diane L. Ford Financial Administrator Vermont Division for Historic Preservation National Life Bldg, 2nd Floor Montpelier, VT 05620-0201	Action Taken : Award	Date Of Action : 09/05/2008
	ID Number : HD-50543-08	
	Award Period : From : 09/01/2008 Thru : 10/31/2009	
	Award Amounts Outright \$ 25,000.00 Federal Match \$ 0.00 Other \$ 0.00 Total Awarded \$ 25,000.00	Federal Matching Funds Amount Offered \$ 0.00 Offer Expires
Project Director : Ms. Giovanna Peebles		

Project Title :

Creating A Sense of Place Through Archeology: Moving Archeology From Deep Storage Into the Public Eye Through the Internet

Remarks:

All terms and conditions that apply to this award will be considered acceptable unless a written objection is submitted within thirty days of the date of this notice. The first request for payment will indicate the recipient's acceptance of the award.

The administration of this grant and the expenditure of funds are subject to the NEH General Terms and Conditions for Awards to Organizations (March 2005). This document incorporates by reference the Uniform Administrative Requirements for Grants and Contracts to State and Local Governments (45 C.F.R. Part 1174), the audit requirements of OMB Circular A-133, and the cost principles of OMB Circular A-87.

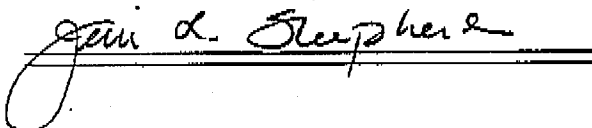
The due dates for the required financial and performance reports for this grant appear on the last attachment to this notice.

Forms and publications referenced in this award package, including the financial and performance reporting forms and instructions, are available from our website. Go to www.neh.gov and click on "Grant Management." Printed copies are available by request from the Office of Grant Management, Room 311, 1100 Pennsylvania Avenue, NW, Washington DC 20506. Please see the enclosed "Online Award Material" sheet for more information.

Payment of this grant will be made on an advance basis. Information on requesting payment will be found in the Financial Reporting Requirements (formerly Enclosure 1).

This award was funded by the NEH program described in CFDA section 45.169

NEH Office of Grant Management Official



for Susan G. Daisey

Director, Office of Grant Management

Award Recipient

Peebles, Giovanna

From: Hall, Michael [MHall@neh.gov]
Sent: Tuesday, August 05, 2008 2:01 PM
To: Peebles, Giovanna
Subject: NEH Digital Humanities Start-Up Grant, HD-50543

Dear Giovanna Peebles:

Congratulations. Your application for a Digital Humanities Start-Up Grant to support "Creating a Sense of Place Through Archaeology" has been successful. You will be awarded \$25,000.

I also wanted to alert you to the date for the project directors meeting, which will be held in Washington, DC, on September 23, 2008.

More official word of the award and all of the necessary documentation will follow from the NEH Office of Grant Management, as well as more details regarding the project directors meeting from the Office of Digital Humanities. Meanwhile, if you have any questions, please be in touch with

Yours truly,

Michael Hall

--
Michael L. Hall
Division of Education Programs
National Endowment for the Humanities
Washington, DC 20506
mhall@neh.gov - 202/606-8461 (Phone) 202/606-8204 (FAX)



NATIONAL
ENDOWMENT
FOR THE
HUMANITIES

1100 PENNSYLVANIA AVE., NW
WASHINGTON, D.C. 20506

WWW.NEH.GOV

August 15, 2008

Ms. Giovanna Peebles
Vermont State Archeologist
VT Division for Historic Preservation
National Life Building, 2nd Floor
Montpelier, VT 05620-0201

Dear Ms. Peebles:

This letter is in reference to application HD-50543 submitted by the Vermont Division for Historic Preservation for support of the project entitled, "Creating a Sense of Place through Archeology: Moving Archeology from Deep Storage into the Public Eye through the Internet," under your direction.

The Endowment offers to support this project an amount not to exceed \$25,000, subject to the fulfillment of the following conditions:

1. It is not acceptable to the Endowment for you to serve as both the project director and the institutional grant administrator. As the proposal indicates that you will direct and participate in all aspects of the project, someone else should serve as the institutional grant administrator. This position should be held by a person who administers awards to your institution to ensure compliance with terms and conditions. Please provide the name and contact information for this official.
2. A revised budget that addresses the concerns listed below must be submitted for Endowment approval. Please note that all charges included in the budget must be allowable, allocable to this project, and incurred within the requested grant period.

-- Only payroll employees of your institution should be listed in the "Salaries and Wages" category of the NEH budget form. Non-employees should be shown in either the "Services" or "Other Costs" category.

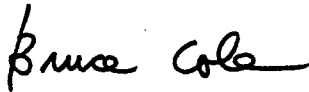
-- The names of the consultants should be provided.

The NEH budget form is available on the NEH Web site at www.neh.gov, click on "Grant Management." Any questions about the revised budget should be addressed to Ms. Jerri L. Shepherd in the Office of Grant Management at (202) 606-8604 or jshepherd@neh.gov.

If you wish to accept this offer of support, your response to the above conditions should be submitted to the Endowment as soon as possible, **but not later than Friday, September 5, 2008**. The material should be addressed to Ms. Jerri L. Shepherd, Office of Grant Management, Room 311, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. As federal agencies in Washington D.C. continue to experience disruptions in U.S. Mail delivery, we will also accept the material via private delivery services such as FedEx or UPS. Please note that the Endowment's review of the material requested and the preparation of the award documents require approximately four weeks.

You are cautioned that this letter does not constitute an award. Should you have any questions concerning this offer of support, please feel free to contact Ms. Shepherd at (202) 606-8604 (e-mail address: jshepherd@neh.gov).

Sincerely,

A handwritten signature in cursive script that reads "Bruce Cole".

Bruce Cole
Chairman



State of Vermont
Division for Historic Preservation
National Life Building, Floor 2
Montpelier, VT 05620-1201
www.HistoricVermont.org

[phone] 802-828-3211
[fax] 802-828-3206

Agency of Commerce &
Community Development

September 2, 2008

Ms. Jerri L. Shepherd
Office of Grant management
Room 311
National Endowment for the Humanities
1100 Pennsylvania Ave., NW
Washington, DC 20506

RE: **NEH Application HD-50543**

Dear Ms. Shepherd:

This letter and attached documentation respond to Chairman Bruce Cole's letter of August 12, 2008, and follows-up our email and phone conversations. The VT Division for Historic Preservation is pleased to fulfill the requested conditions as follows:

1. Condition 1. Name and Contact of the Division's institutional grant administrator:

Name: Diane Ford

Title: Financial Administrator

Address:

VT Division for Historic Preservation
National Life, 2nd Floor
Montpelier, VT 05620-0201

Phone: (802) 828-5203

FAX: (802) 828-3206

Email: diane.ford@state.vt.us

2. Condition 2. Revised budget:

a. Payroll employees should be listed in "Salaries & Wages category, etc.:

The revised budget is attached.

b. Names of the consultants:

As explained to you via email, pursuant to the VT Secretary of Administration's Bulletin 3.5, all state agencies are required to bid and then contract for services. Thus, no consultant can be hired until funds are available and this competitive process has been completed. Because of this we cannot provide the name of as-yet-unknown consultants. As per your email, we will identify

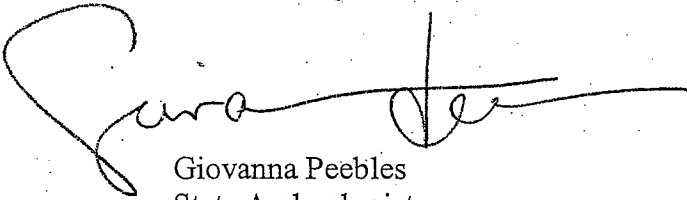


the consultants and discuss their qualifications in the final performance report, due after the grant has ended.

As I mentioned to you by phone this morning, two of our Agency staff persons originally written into the grant - - Ms. Dana Dean and Mr. Stephen Coble - are no longer with the Agency as a result of recent agency downsizing. To replace their time and expertise, the Agency's Senior Marketing Specialist (and web expert) **Ms. Kate Westbrook** is now on-board. A copy of her resume is **attached**.

Do not hesitate to call me at (802) 828-3050 or giovanna.peebles@state.vt.us if you have any questions. I look forward to meeting you on September 23.

With best regards,

A handwritten signature in black ink, appearing to read 'Giovanna Peebles', with a long horizontal flourish extending to the right.

Giovanna Peebles
State Archeologist
VT Division for Historic Preservation

Grant Summary +
Budget
attached

Creating a Sense of Place Through Archeology:

Moving Archeology From Deep Storage Into the Public Eye

Through the Internet

A Digital "Start-Up" Grant

Submitted to

The National Endowment for the Humanities

Submitted By:

Giovanna Peebles

VT Division for Historic Preservation

Montpelier, VT

April 2, 2008

1. Statement of Significance and Impact.

The Vermont Division for Historic Preservation (VTDHP) seeks a Level I Start-Up Grant to revolutionize current practices of disseminating archeological information to scholars, educators, students, communities, and the general public. It seeks to transform the typical archeological investigation "end products" - - an unpublished technical paper report and one or more boxes full of artifacts and other data - - into an integrated virtual archeology museum. Given the wide and powerful range of currently available technological tools in combination with the Internet, this old way of doing business is just not good enough. This project is the first step towards creating a sustainable Internet-based Vermont archeology virtual museum that we call "*A Sense of Place Through Archeology*" and will lead the way for other states and organizations to use similar tools and formats. Most of American archeology is funded by federal and state regulatory requirements: each day hundreds of American archeologists, under contract, conduct dozens of archeological studies at various phases of intensity to help government agencies, developers, and other clients comply with a variety of laws. Many important sites are discovered each year. The collected artifacts and other data disappear into collection boxes and the recovered information and interpretations languish in unpublished technical reports. Great stories about our ancient and more recent past are not getting relayed to communities within which the sites are located, to educators, students, and even to other scholars.

While some rare organizations have created terrific Internet sites that display various types of linked archeological information, they are often closed to the public and are not comprehensive. Further, they are unique proprietary applications that are designed for a single site or geographic area. VTDHP is uniquely creating a proof of concept and prototype within which many data sets from scores of archeological sites are linked to timelines and places and can be populated as a standard practice for use by Vermont and other states and organizations. The "Sense of Place" project will create a best practices "template" for using the power of the Internet to exponentially increase access to existing archeological information and will strengthen stewardship of the archeological patrimony in the users' own backyards.

A user can choose a particular time period of interest, or a particular town, to browse the following information for individual sites: images and meanings of artifacts, images of the site and excavations, associated field and laboratory records of investigations, artifact data, GIS maps of the general site area (if not sensitive) or in some cases even exact test units, non-technical summaries about a site's role in understanding history, past cultures, and environments, stories and perspectives about the site and its use from indigenous people and from archeologists and other constituencies, links to PDFs of the technical report(s), links to historic maps and other relevant documents, other information & other links, and opportunities for people to comment and "participate." The grant will fund development of a plan, a proof of concept, and a prototype for a virtual archeology museum that can be used by any interested organization to reveal the information and stories now locked in inaccessible files and storage cabinets.

NATIONAL ENDOWMENT FOR THE HUMANITIES THREE-YEAR BUDGET FORM

Project Director: Giovanna Peebles, VT State Archeologist

Applicant Organization: VT Division for Historic Preservation

Requested Grant Period From (mo/yr): September 2008 Thru (mo/yr): December 2009

If this is a revised budget, indicate the NEH application/grant number: HD-50543

*The three-column budget has been developed for the convenience of those applicants who wish to identify the project costs that will be charged to NEH funds and those that will be cost shared. **FOR NEH PURPOSES, THE ONLY COLUMN THAT NEEDS TO BE COMPLETED IS COLUMN C.** The method of cost computation should clearly indicate how the total charge for each budget item was determined. If more space is needed for any budget category, please follow the budget format on a separate sheet of paper. [Click HERE](#) to see the detailed instructions.*

SECTION A - Year #1

Budget detail for the period FROM (mo/yr): September 2008 THRU (mo/yr): December 2009

When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the budget. For projects that will run less than eighteen months, only the last column of the budget should be completed.

1. Salaries and Wages

Provide the names and titles of the principal project personnel. For support staff, include the title of each position and indicate in brackets the number of persons who will be employed in that capacity. For persons employed on an academic year basis, list separately any salary charge for work done outside the academic year.

Name/Title of Position	No.	Method of Cost Computation (see sample)	NEH Funds (a)	Cost Sharing (b)	Total (c)
<u>Giovanna Peebles, State Archeologist</u>	<u>[]</u>	<u>\$ 259/day X 14 days</u>	<u>\$ 0</u>	<u>\$ 3,626</u>	<u>\$ 3,626</u>
<u>Kate Westbrook, Sr. Marketing Specialist</u>	<u>[]</u>	<u>\$ 171/day X 6 days</u>	<u>\$ 0</u>	<u>\$ 1,026</u>	<u>\$ 1,026</u>
<u>David Metraux, Director Web Services</u>	<u>[]</u>	<u>\$ 292/day X 6 days</u>	<u>\$ 0</u>	<u>\$ 1,752</u>	<u>\$ 1,752</u>
<u>Diane Fjord, Financial Administrator</u>	<u>[]</u>	<u>\$ 210/day X 3 days</u>	<u>\$ 0</u>	<u>\$ 630</u>	<u>\$ 630</u>
<u>_____</u>	<u>[]</u>	<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>[]</u>	<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>[]</u>	<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
SUBTOTAL			<u>\$ 0</u>	<u>\$ 7,034</u>	<u>\$ 7,034</u>

2. Fringe Benefits

If more than one rate is used, list each rate and salary base.

Rate	Salary Base	(a)	(b)	(c)
<u>30</u>	<u>% of \$ 7,034</u>	<u>\$ 0</u>	<u>\$ 2,110</u>	<u>\$ 2,110</u>
<u>_____</u>	<u>% of \$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>% of \$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
SUBTOTAL		<u>\$ 0</u>	<u>\$ 2,110</u>	<u>\$ 2,110</u>

3. Consultant Fees

Include payments for professional and technical consultants and honoraria.

Name or type of consultant	No. of days on project	Daily rate of compensation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Design Consultant - Level 1	15	600	\$ 9,000	\$ 0	\$ 9,000
Design Consultant - Level 2	10	1,000	\$ 10,000	\$ 0	\$ 10,000
Archeology Consultant	12.5	400	\$ 5,000	\$ 0	\$ 5,000
			\$	\$	\$
		SUBTOTAL	\$ 24,000	\$ 0	\$ 24,000

4. Travel

For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. When a project will involve the travel of a number of people to a conference, institute, etc., these costs may be summarized on one line by indicating the point of origin as "various." All foreign travel must be listed separately.

From/To	#	*	Subsistence Costs +	Transportation Costs =	(a)	(b)	(c)	
Montpelier -Washington DC	[1]	[2]	\$ 350.0	\$ 350	\$ 700	\$ 0	\$ 700	
	[]	[]	\$	\$	\$	\$	\$	
	[]	[]	\$	\$	\$	\$	\$	
	[]	[]	\$	\$	\$	\$	\$	
	[]	[]	\$	\$	\$	\$	\$	
	[]	[]	\$	\$	\$	\$	\$	
	[]	[]	\$	\$	\$	\$	\$	
					SUBTOTAL	\$ 700	\$ 0	\$ 700

- Number of persons * - Total travel days

5. Supplies and Materials

Include consumable supplies, materials to be used in the project and items of expendable equipment (i.e., equipment items costing less than \$5,000 and with an estimated useful life of less than a year).

Item	Basis/Method of Cost Computation	(a)	(b)	(c)
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		SUBTOTAL	\$ 0	\$ 0

6. Services

Include the cost of duplication and printing, long distance telephone calls, equipment rental, postage, and other services related to project objectives that are not included under other budget categories or in the indirect cost pool. For subcontracts, provide an itemization of subcontract costs as an attachment.

Item	Basis/Method of Cost Computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
<u>Elizabeth Chilton, Prof Anthropology</u>	<u>\$370/day X 3 days</u>	<u>\$ 0</u>	<u>\$ 1,110</u>	<u>\$ 1,110</u>
<u>David Pollack, Dir. Kentucky Archeo Survey</u>	<u>\$ 259/day X 3 days</u>	<u>\$ 0</u>	<u>\$ 777</u>	<u>\$ 777</u>
<u>Mara Saule, Dean of Libraries & LS</u>	<u>\$ 400/day X 2 days</u>	<u>\$ 0</u>	<u>\$ 800</u>	<u>\$ 800</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
	SUBTOTAL	\$ 0	\$ 2,687	\$ 2,687

7. Other Costs

Include participant stipends and room and board, equipment purchases, and other items not previously listed. Please note that "miscellaneous" and "contingency" are not acceptable budget categories. Refer to the budget instructions for the restriction on the purchase of permanent equipment.

Item	Basis/Method of Cost Computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
<u>Long distance phone & teleconf costs</u>	<u>est. 40 calls @ 5.00 each</u>	<u>\$ 200</u>	<u>\$ 0</u>	<u>\$ 200</u>
<u>color copying</u>	<u>est \$.20/sheet x 500</u>	<u>\$ 100</u>	<u>\$ 0</u>	<u>\$ 100</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<u> </u>	<u> </u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
	SUBTOTAL	\$ 300	\$ 0	\$ 300

8. Total Direct Costs (add subtotals of items 1 to 7) **\$ 25,000** **\$ 11,831** **\$ 36,831**

9. Indirect Costs

This budget item applies only to institutional applicants. If indirect costs are to be charged to this project, **CHECK THE APPROPRIATE BOX BELOW** and provide the information requested. Refer to the budget instructions for explanations of these options.

- Current indirect cost rate(s) has/have been negotiated with federal agency. (Complete items A and B.)
- Indirect cost proposal has been submitted to a federal agency, but not yet negotiated. (Indicate the name of the agency in Item A and show proposed rate(s) and base(s) and the amount(s) of indirect costs in item B.)
- Indirect cost proposal will be sent to NEH if application is funded. (Provide in Item B an estimate of the rate that will be used and indicate the base against which it will be charged and the amount of indirect costs.)
- Applicant chooses to use a rate not to exceed 10% of direct costs, less distorting items, up to a maximum charge of \$5,000 per year. (Under Item B, enter the proposed rate, the base against which the rate will be charged, and the computation of indirect costs or \$5,000 per year, whichever value is less.)
- For Public Program projects only: Applicant is a sponsorship (umbrella) organization and chooses to charge an administrative fee of 5% of total direct costs. (Complete Item B.)

Item A. Name of federal agency: _____
Date of agreement: _____

Item B.

Rate(s)	Base(s)	NEH Funds (a)	Cost Sharing (b)	Total (c)
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
_____ % of \$ _____	_____	\$ _____	\$ _____	\$ _____
TOTAL INDIRECT COSTS		\$ 0	\$ 0	\$ 0

10. Total Project Costs \$ 25,000 \$ 11,831 \$ 36,831
(Direct and Indirect) for budget period.

SECTION B

SUMMARY BUDGET

Transfer from Section A the total costs (column C) for each category of project expense. When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the summary budget. For projects that will run less than eighteen months, only the last column of the summary budget should be completed.

<i>Budget categories</i>	First year from: September 2008 thru: December 2009	Second year from: thru:	Third year from: thru:	TOTAL COSTS FOR ENTIRE GRANT PERIOD
1. Salaries and wages	\$ 7,034	\$ 0	\$ 0	= \$ 7,034
2. Fringe benefits	\$ 2,110	\$ 0	\$ 0	= \$ 2,110
3. Consultant fees	\$ 24,000	\$ 0	\$ 0	= \$ 24,000
4. Travel	\$ 700	\$ 0	\$ 0	= \$ 700
5. Supplies and materials	\$ 0	\$ 0	\$ 0	= \$ 0
6. Services	\$ 2,687	\$ 0	\$ 0	= \$ 2,687
7. Other costs	\$ 300	\$ 0	\$ 0	= \$ 300
8 Total direct costs (Items 1-7)	\$ 36,831	\$ 0	\$ 0	= \$ 36,831
9. Indirect costs	\$ 0	\$ 0	\$ 0	= \$ 0
10. Total project costs (direct and indirect)	\$ 36,831	\$ 0	\$ 0	= \$ 36,831

PROJECT FUNDING FOR ENTIRE GRANT PERIOD

1. Indicate the amount of outright and/or federal matching funds that is requested from NEH.
2. Indicate the amount of cash contributions that will be made by the applicant and cash and in-kind contributions made by third parties to support project expenses that appear in the budget. Cash gifts that will be raised to release federal matching funds should be included under "Third-party contributions." (Consult the program guidelines for information on cost sharing requirements.) When a project will generate income that will be used during the grant period to support expenses listed in the budget, indicate the amount of income that will be expended on budgeted project activities. Indicate funding received from other federal agencies.
3. Total Project Funding should equal Total Project Costs.

1. REQUESTED FROM NEH

Outright \$ 25,000
Federal Matching \$ _____
TOTAL NEH FUNDING \$ 25,000

2. COST SHARING

Applicant's contributions \$ 11,831
Third-party contributions \$ _____
Project income \$ _____
Other federal agencies \$ _____
TOTAL COST SHARING \$ 11,831

3. TOTAL PROJECT FUNDING (Total NEH Funding + Total Cost Sharing): \$ 36,831

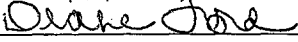
Submission of a Revised Budget

When submitting a revised budget, the Institutional Grant Administrator or Individual Applicant should provide the information requested below. The signature of this person indicates approval of the budget submission and the agreement of the organization/individual to cost share project expenses at the level under "Project Funding."

Name and Title: Diane Ford, Financial Manager

Telephone: (802) 828-5203

E-mail: diane.ford@state.vt.us

Signature: 

Date: 09/02/2008



ACCD PROJECT APPROVAL FORM

1 of 3

Department: Housing & Community Affairs
Division: Historic Preservation
Making Request: Giovanna Peebles
Date: April 1, 2008

Describe briefly the project (if statutory please cite):

DHP is applying to the National Endowment for the Humanities for a \$ 25,000 Digital Start-Up Grant **to create a plan (Dave Metraux calls it a "proof of concept") for our "virtual archeology museum."** While this grant is a long shot, the project is a priority for the DHP and in Giovanna's 2008 Work Plan. The DHP has proposed a pilot archeology virtual museum for the Quad celebrations and this grant application initiates this project. No match is required. The project basically proposes to take all the amazing archeological information now collected in boxes and in unread reports and put it on the Internet but in a far richer, really interesting way.
Statutory citation: 22 VSA 14 Section 723 (a) (8): DHP shall develop a continuing program of ...archeological research and development to include.....interpretation and publication....

ACCD Staff Involvement and Project Lead:

Lead: Giovanna Peebles
Other ACCD staff (in advisory capacity): Dana Dean, David Metraux, SHPO Jane Lendway, Steve Coble, and Commissioner Bruce Hyde.

Costs: Approx. \$ 3,100 in staff time
Has your business manager been notified? YES
Sources of Funding: 100 % cash from NEH, ACCD staff time
Space Required: none

IT Requirements: The project will only create a plan. Once the plan is done, we can then assess ACCD IT requirements.

Other Requirements: We'll need to write 2 contracts for consultant services.

Sustainability: Project will create a plan only – sustainability of the plan to be determined as a next step.

When will it begin? Sept. 2008 **End?** Sept. 2009
Report Required? All grants have reporting requirements.

What is the Dept./Division/Agency's responsibility? Implement the grant and make sure tasks are completed on schedule and within budget.

Any other Department or Agency involved?
In ACCD, IT and Tourism and Marketing.

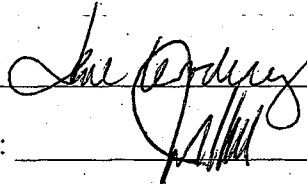
Other collaborators include UVM, University of Massachusetts, Amherst, the National Park Service, and the State of Kentucky.

How does this serve the Agency Mission? Archeology is an important community asset but most communities are unaware of their amazing archeological heritage. This project will begin to create an opportunity to get archeological information to communities, educators, students, the general public, and to scholars. Increased awareness and appreciation of archeological sites will enormously improve resource protection.

Can this project serve other Agencies Missions?

Right now we are only creating a plan, but it's our strong belief that a Vermont virtual archeology museum will bring more visitors to Vermont, will enhance educational opportunities at a time when schools have no money for field trips, will provide a whole new dimension to "local history" and will enhance Vermonters' "sense of place." This is the first step of a "legacy project" that will live far beyond any of us once it's up and running some day.

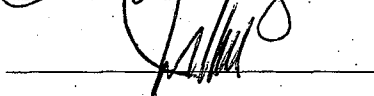
Supervisor's Approval: _____



Date: _____

March 31, 2008

Commissioner Approval: _____



Date: _____

4/1/08

Supervisor's approval must be received for all new initiatives or substantive changes in initiatives that will require more than 8 hours of an Agency staff member's time that is different than customary duties of the position. Additionally, commissioner approval must be received for any new project that will require more than 40 hours of an Agency staff member's time that is different than the customary duties of the position. This would include becoming a member of a new committee, writing and/or executing a grant program or initiating a new project. Involvement in VtShares or writing an EPA grant would be good examples. Once approved, a copy must be sent to the Deputy Secretary and a copy should be on file in the approving authority's files.