



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: July 24, 2024
Subject: Grants – JFO #3211

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration. This grant is being held for the **July 30, 2024** Joint Fiscal Committee meeting.

JFO #3211: \$30,000.00 to the Agency of Commerce and Community Development, Department of Housing and Community Development from the U.S. Department of the Interior, National Park Service. The funds will be used by the Division of Historic Preservation, State Historic Sites program to document the history of canal boat wrecks in Lake Champlain which are part of the State's underwater archeological collections. 100% State Match includes a fraction of an existing position to be dedicated to this project (\$4,399.00) and a matching grant from the Lake Champlain Maritime Museum (\$25,601.00).

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions ahead of the Joint Fiscal Committee meeting. A representative from the Department of Housing and Community Development will be available for questions at the July 30, 2024 Joint Fiscal Committee meeting.


**State of Vermont**

Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
[fax] 802-828-2428

**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		The canal boat wrecks in Lake Champlain are public resources, falling under the jurisdiction of the State of Vermont upon resting on the lake's bottom. The VT State Historic Preservation Office (VT SHPO) serves as the steward of those underwater archaeological sites. Lake Champlain Maritime Museum (LCMM) was officially designated in 2020 as the primary repository of the state's underwater archaeological collections. VT SHPO, in partnership with LCMM because of the repository designation, was awarded funding through the National Maritime Heritage Program to document, interpret, and share the rich history of canal boat wrecks in Lake Champlain in celebration of the 200th anniversary of the opening of the Champlain Canal in 2023.			
Date:		5/15/2024			
Department:		ACCD – Housing and Community Development			
Legal Title of Grant:		Vermont Maritime Education Grant to Document and Record the Canal Boat History of Lake Champlain (2022 IAA Maritime Education)			
Federal Catalog #:		P23AP00432			
Grant/Donor Name and Address:		US Department of the Interior/National Park Service (STLPG) 1849 C Street NW Washington, D.C. 20240-0001			
Grant Period:		From:	To:		
		10/1/2023	9/30/2025		
Grant/Donation		\$30,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$15,000	\$15,000		\$30,000	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:		State match is from a fraction of an existing position in base budget along with in-kind match from the Lake Champlain Maritime Museum. No additional state funds are needed for match.			
Department of Finance & Management				Adam Greshin Digitally signed by Adam Greshin Date: 2024.05.21 14:08:02 -0400	(Initial) 

STATE OF VERMONT FINANCE & MANAGEMENT GRANT REVIEW FORM		
Secretary of Administration	<i>Sarah Clark</i> <small>04AB8832CD55C438...</small>	(Initial)
Sent To Joint Fiscal Office		Date

Jason Aronowitz
Digitally signed by Jason Aronowitz
Date: 2024.05.15 19:32:18 -04'00'



STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION			
1. Agency:	Commerce and Community Development (ACCD)		
2. Department:	Housing and Community Development (DHCD)		
3. Program:	Division for Historic Preservation, State Historic Sites Program		
4. Legal Title of Grant:	Vermont Maritime Education Grant to Document and Record the Canal Boat History of Lake Champlain (2022 IAA Maritime Education)		
5. Federal Catalog #:	P23AP00432		
6. Grant/Donor Name and Address:	US Department of the Interior/National Park Service 1849 C Street NW Washington, D.C. 20240-0001		
7. Grant Period:	From:	10/1/2023	To: 9/30/2025
8. Purpose of Grant:	<p>The canal boat wrecks in Lake Champlain are public resources, falling under the jurisdiction of the State of Vermont upon resting on the lake's bottom and the VT State Historic Preservation Office (VT SHPO) serves as the steward of those underwater archaeological sites. Additionally, VT SHPO has been charged with the administration of the Underwater Historic Properties Program, per 22 V.S.A § 781. Administration of the program includes preservation and protection of these properties with prescribed rules and regulations as necessary. Lake Champlain Maritime Museum (LCMM) was officially designated in 2020 as the primary repository of the state's underwater archaeological collections and serves in partnership with SHPO for the stewardship of the Underwater Preserves.</p> <p>VT SHPO, in partnership with LCMM because of the repository designation, was awarded funding through the National Maritime Heritage Program to document, interpret, and share the rich history of canal boat wrecks in Lake Champlain in celebration of the 200th anniversary of the opening of the Champlain Canal in 2023. Program objectives include:</p> <ol style="list-style-type: none"> 1. Adding all canal boat shipwrecks to Vermont's archaeological inventory system 2. Adding all nine Vermont Underwater Historic Preserve sites to Vermont's Archaeological Inventory System 3. Submission of a National Register of Historic Places (NRHP) nomination for the Providence Island Canal Sloop 4. Documentation, rehousing, and digitization of canal boat-related collections in the LCMM's care <p>In 1823, the Champlain Canal was completed, connecting Lake Champlain to the Hudson River and knitting together an already historic north-south transportation route. The lake, which had been a major regional travel route for thousands of years and had become an expanding commercial highway after the end of the American Revolution, became an even more economically significant waterway throughout the 19th century. The lake, home to traditionally designed sloops and schooners and then steamboats, now welcomed a new watercraft to North America: the sailing canal boat. This novel modification of a traditional canal boat, which lacked masts and sails and relied entirely on towboats and mules to move from place to place, allowed the vessels to sail from distance lake ports to the canal on the power of wind alone, avoiding towing fees, increasing competition, and growing the economy by bringing goods to markets faster. Canal boats have throughout history contributed to the growth of many of the cities and towns around Lake Champlain. The impacts of the Champlain Canal are still felt today. These sailing canal boats and the story of the canals are crucial to preserve and unique to the history of our region.</p>		

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

This funding will increase our knowledge of, and the public's access to, the significant historical resources that are the canal boats of Lake Champlain. All program objectives will support LCMM and VT SHPO to tell stories that connect people to each other and the world around them, inspiring the public to become better stewards of Lake Champlain's cultural and natural resources.

9. Impact on existing program if grant is not Accepted:

If this project were not funded, our maritime knowledge and the public's access to that history and location information would be jeopardized, lost to history even. New technological advances enable easier and clearer access to underwater preserves, placing amateur and professional divers and boaters at safety risk. Fully documented knowledge, which respects the significance and locational information, ensures public safety of these divers and boaters, as well as the historic underwater preserves. The underwater preserves were visited 3,360 times in 2022 (2023 numbers pending and lower due to flooding). VT SHPO works with the Lake Champlain Maritime Museum, diving and boating communities, U.S. Coast Guard, and U.S. Department of Defense to ensure protection of the public and these iconic preserves. Preservation of the canal boat-related collections records our maritime history and ensures the non-diving and non-boating public benefit from the documentation and artifact curation. It is inappropriate for VT SHPO to limit the documentation of these significant places that support Vermont's heritage tourism and American history. The Underwater Preserves Program does not have sufficient funding to support the continued documentation of canal boat sites in Lake Champlain; income is limited to the Capital Construction Bill and Historic Preservation Fund supporting the whole of the VT SHPO.

10. BUDGET INFORMATION

	SFY 1	SFY 2	SFY 3	Comments
	FY 24	FY 25	FY 26	
Expenditures:				
Personal Services	\$2,199	\$2,200	\$	General fund
Operating Expenses	\$	\$	\$	
Grants	\$27,801	\$27,800	\$	LCMM match and NPS grant
Total	\$30,000	\$30,000	\$	
Revenues:				
State Funds:	\$2,199	\$2,200	\$	General fund
Cash	\$	\$	\$	
In-Kind	\$12,801	\$12,800	\$	LCMM match
Federal Funds:	\$	\$	\$	NPS Grant
(Direct Costs)	\$15,000	\$15,000	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$30,000	\$30,000	\$	

Appropriation No:	7110010000	Amount:	\$15,000
			\$
			\$
			\$
			\$
			\$
			\$
		Total	\$15,000

PERSONAL SERVICE INFORMATION

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: _____ Agreed by: _____ (initial)

12. Limited Service Position Information:	# Positions	Title
	0	
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature: *Laura Proschmann* Date: 5.14.2024
 Title: State Historic Preservation Officer

Signature: *Alex Farrell* Date: 5/15/2024
 Title: Commissioner, Housing and Community Development

14. SECRETARY OF ADMINISTRATION

SC Approved: _____ (Secretary or designee signature) DocuSigned by: *Sarah Clark* Date: 5/24/2024 | 2:21:00 PM

15. ACTION BY GOVERNOR

Check One Box: Accepted Date: July 10, 2024

Rejected _____ (Governor's signature)

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

- | | |
|---|---|
| <input checked="" type="checkbox"/> Request Memo
<input type="checkbox"/> Dept. project approval (if applicable)
<input checked="" type="checkbox"/> Notice of Award
<input checked="" type="checkbox"/> Grant Agreement
<input checked="" type="checkbox"/> Grant Budget | <input type="checkbox"/> Notice of Donation (if any)
<input checked="" type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Request for Extension (if applicable)
<input type="checkbox"/> Form AA-1PN attached (if applicable) |
|---|---|

End Form AA-1

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

INTEROFFICE MEMORANDUM

TO: KRISTIN CLOUSER, SECRETARY OF ADMINISTRATION

FROM: LAURA V. TRIESCHMANN, STATE HISTORIC PRESERVATION OFFICER *LVT*

SUBJECT: REQUEST FOR APPROVAL FOR ACCEPTANCE OF GRANT FROM NATIONAL PARK SERVICE, NATIONAL MARITIME HERITAGE PROGRAM

DATE: NOVEMBER 30, 2023

CC: ALEX FARRELL, COMMISSIONER DHCD
DANIEL DICKERSON, ADMINISTRATIVE SERVICES DIRECTOR ACCD
JESS ROBINSON, STATE ARCHAEOLOGIST

The Division for Historic Preservation (VDHP) respectfully requests approval to accept a grant from the National Park Service, Department of the Interior. Vermont is one of nine states granted funding in 2023 by the National Park Service through the National Maritime Heritage Grant Program, which was established for education and preservation projects designed to preserve historic maritime resources and to increase public awareness and appreciation for the maritime heritage of the United States. The grant is funded through a percentage of the proceeds from the sale or scrapping of obsolete vessels of the National Defense Reserve Fleet. The grant, entitled Vermont Maritime Education Grant to Document and Record the Canal Boat History of Lake Champlain, provides \$30,000. The Lake Champlain Maritime Museum will provide \$27,801 of the match; the remaining \$2,199 will be general fund for personal services. The total project costs are \$60,000.

The canal boat wrecks in Lake Champlain are public resources, falling under the jurisdiction of the State of Vermont upon resting on the lake's bottom and the VT State Historic Preservation Office (VT SHPO) serves as the steward of those underwater archaeological sites. Additionally, VT SHPO has been charged with the administration of the Underwater Historic Properties Program, per 22 V.S.A. § 781. Administration of the program includes preservation and protection of these properties with prescribed rules and regulations as necessary. Lake Champlain Maritime Museum (LCMM) was officially designated in 2020 as the primary repository of the state's underwater archaeological collections and serves in partnership with SHPO for the stewardship of the Underwater Preserves.

VT SHPO, in partnership with LCMM because of the repository designation, was awarded funding through the National Maritime Heritage Program to document, interpret, and share the rich history of canal boat wrecks in Lake Champlain in celebration of the 200th anniversary of the opening of the Champlain Canal in 2023. Program objectives include:

1. Adding all canal boat shipwrecks to Vermont's archaeological inventory system
2. Adding all nine Vermont Underwater Historic Preserve sites to Vermont's Archaeological Inventory System
3. Submission of a National Register of Historic Places (NRHP) nomination for the Providence Island Canal Sloop

4. Documentation, rehousing, and digitization of canal boat-related collections in the Museum's care

In 1823, the Champlain Canal was completed, connecting Lake Champlain to the Hudson River and knitting together an already historic north-south transportation route. The lake, which had been a major regional travel route for thousands of years and had become an expanding commercial highway after the end of the American Revolution, became an even more economically significant waterway throughout the 19th century.

The lake, home to traditionally designed sloops and schooners and then steamboats, now welcomed a new watercraft to North America: the sailing canal boat. This novel modification of a traditional canal boat, which lacked masts and sails and relied entirely on towboats and mules to move from place to place, allowed the vessels to sail from distance lake ports to the canal on the power of wind alone, avoiding towing fees, increasing competition, and growing the economy by bringing goods to markets faster. Canal boats have throughout history contributed to the growth of many of the cities and towns around Lake Champlain. The impacts of the Champlain Canal are still felt today. These sailing canal boats and the story of the canals are crucial to preserve and unique to the history of our region.

This funding will increase our knowledge of, and the public's access to, the significant historical resources that are the canal boats of Lake Champlain. All program objectives will support LCMM and VT SHPO to tell stories that connect people to each other and the world around them, inspiring the public to become better stewards of Lake Champlain's cultural and natural resources. Moreover, this project will further our protection of divers, boaters, and the underwater canal-boat preserves.

The National Maritime Heritage Grant Program was created through the National Maritime Heritage Act (H.R. 3059), which became Public Law 103-451 (54 USC 308701-380707). The grant program is administered by the National Park Service Maritime Heritage Program in partnership with the Maritime Administration (MarAd). It works to advance awareness and understanding of the role of maritime affairs in the history of the United States. Through leadership, assistance, and expertise in maritime history, preservation, and archeology the program helps to interpret and preserve our maritime heritage by maintaining inventories of historic U.S. maritime properties, providing preservation assistance through publications and consultation, educating the public about maritime heritage through our website, sponsoring maritime heritage conferences and workshops, and funding maritime heritage projects when grant assistance is available. <https://www.nps.gov/orgs/1220/maritimeheritage.htm>

<https://www.nps.gov/orgs/1207/maritime-grants-3-16-23.htm>

The Vermont Underwater Preserves Program and the canal boat wrecks of Lake Champlain are ideal resources for this grant program. VT SHPO welcomes this collaboration to properly maintain Vermont's underwater resource for the enjoyment, education, and safety of our divers, boaters, and education of the public. We are grateful for this support and thrilled to now be able to thoroughly address the documentation of these rare resources.

Thank you very much for considering this request. Please do not hesitate to contact me at 802-505-3579 or at laura.trieschmann@vermont.gov should you need additional information.

1. DATE ISSUED MM/DD/YYYY 09/20/2023		1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded	
2. CFDA NO. 15.925 - National Maritime Heritage Grants			
3. ASSISTANCE TYPE Project Grant			
4. GRANT NO. P23AP00432-00 Originating MCA #		5. TYPE OF AWARD Other	
4a. FAIN P23AP00432		5a. ACTION TYPE New	
6. PROJECT PERIOD MM/DD/YYYY From 10/01/2023		Through MM/DD/YYYY 09/30/2025	
7. BUDGET PERIOD MM/DD/YYYY From 10/01/2023		Through MM/DD/YYYY 09/30/2025	

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)
54 U.S.C. §308703 National Maritime Heritage Grants Program

8. TITLE OF PROJECT (OR PROGRAM)
2022 IAA Maritime Education - Vermont - Maritime Heritage Educational Grant to Document and Record the Canal Boat History of Lake Champlain

9a. GRANTEE NAME AND ADDRESS HOUSING AND COMMUNITY AFFAIRS, VERMONT DEPT OF 6 National Life Dr BLDG FL Montpelier, VT, 05602-3389	9b. GRANTEE PROJECT DIRECTOR LAURA TRIESCHMANN 1 National Life Drive Montpelier, VT, 05620-0501 Phone: 8028283222
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10a. GRANTEE AUTHORIZING OFFICIAL LAURA TRIESCHMANN One National Life Drive, Davis Building, Floor 6 Montpelier, VT, 05620-0501	10b. FEDERAL PROJECT OFFICER Megan Rosengrant 1849 C St NW Main Interior Building National Park Service Washington, DC, 20240-0001 Phone: 202-578-0441
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ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION																	
I Financial Assistance from the Federal Awarding Agency Only		a. Amount of Federal Financial Assistance (from item 11m) \$ 30,000.00																	
II Total project costs including grant funds and all other financial participation		b. Less Unobligated Balance From Prior Budget Periods \$ 0.00																	
		c. Less Cumulative Prior Award(s) This Budget Period \$ 0.00																	
a. Salaries and Wages	\$ 2,762.64	d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$ 30,000.00																	
b. Fringe Benefits	\$ 1,636.32	13. Total Federal Funds Awarded to Date for Project Period \$ 30,000.00																	
c. Total Personnel Costs	\$ 4,398.96	14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):																	
d. Equipment	\$ 0.00	<table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL DIRECT COSTS</th> <th>YEAR</th> <th>TOTAL DIRECT COSTS</th> </tr> </thead> <tbody> <tr> <td>a. 2</td> <td>\$</td> <td>d. 5</td> <td>\$</td> </tr> <tr> <td>b. 3</td> <td>\$</td> <td>e. 6</td> <td>\$</td> </tr> <tr> <td>c. 4</td> <td>\$</td> <td>f. 7</td> <td>\$</td> </tr> </tbody> </table>		YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS	a. 2	\$	d. 5	\$	b. 3	\$	e. 6	\$	c. 4	\$	f. 7	\$
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS																
a. 2	\$	d. 5	\$																
b. 3	\$	e. 6	\$																
c. 4	\$	f. 7	\$																
e. Supplies	\$ 4,129.00	15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:																	
f. Travel	\$ 0.00	<table border="1"> <tr> <td>a. DEDUCTION</td> <td rowspan="5" style="text-align: center; vertical-align: middle;">b</td> </tr> <tr> <td>b. ADDITIONAL COSTS</td> </tr> <tr> <td>c. MATCHING</td> </tr> <tr> <td>d. OTHER RESEARCH (Add / Deduct Option)</td> </tr> <tr> <td>e. OTHER (See REMARKS)</td> </tr> </table>		a. DEDUCTION	b	b. ADDITIONAL COSTS	c. MATCHING	d. OTHER RESEARCH (Add / Deduct Option)	e. OTHER (See REMARKS)										
a. DEDUCTION	b																		
b. ADDITIONAL COSTS																			
c. MATCHING																			
d. OTHER RESEARCH (Add / Deduct Option)																			
e. OTHER (See REMARKS)																			
g. Construction	\$ 0.00	16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:																	
h. Other	\$ 0.00	<table border="1"> <tr> <td>a. The grant program legislation</td> </tr> <tr> <td>b. The grant program regulations.</td> </tr> <tr> <td>c. This award notice including terms and conditions, if any, noted below under REMARKS.</td> </tr> <tr> <td>d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.</td> </tr> </table>		a. The grant program legislation	b. The grant program regulations.	c. This award notice including terms and conditions, if any, noted below under REMARKS.	d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.												
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b. The grant program regulations.																			
c. This award notice including terms and conditions, if any, noted below under REMARKS.																			
d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.																			
i. Contractual	\$ 51,472.04	In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.																	
j. TOTAL DIRECT COSTS	\$ 60,000.00																		
k. INDIRECT COSTS	\$ 0.00																		
I. TOTAL APPROVED BUDGET	\$ 60,000.00																		
m. Federal Share	\$ 30,000.00																		
n. Non-Federal Share	\$ 30,000.00																		

REMARKS (Other Terms and Conditions Attached - Yes No)

GRANTS MANAGEMENT OFFICIAL:
Seth Tinkham, Grants Management Specialist - Awarding Official
National Park Service
1849 C Street NW (7360)
Washington, DC, 20240-0001
Phone: 202-354-2045

17. VENDOR CODE	0071335453	18a. UEI EL6KNH773XS7	18b. DUNS 135459159	19. CONG. DIST.	00	
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION
1	0051032845-00010	\$30,000.00	10/01/2023	09/30/2025	1039	FY23 Maritime VT Maritime Heritage Educa

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 12	DATE ISSUED 09/20/2023
GRANT NO. P23AP00432-00	

Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
10/01/2023	09/30/2024	Annual	12/29/2024
10/01/2024	09/30/2025	Final	01/28/2026

Performance Progress Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
10/01/2023	09/30/2024	Annual	12/29/2024
10/01/2024	09/30/2025	Final	01/28/2026

REMARKS

1. Grant Agreement
between
the United States Department of the Interior
National Park Service
and
the Above-Named Recipient

Articles

1. LEGAL AUTHORITY

National Park Service (NPS) enters into this Agreement pursuant to: 54 U.S.C. § 308703 National Maritime Heritage Grants Program.

2. Performance Goals and Project Objectives

A. Performance Goals - The National Maritime Heritage Grant Program provides funding for education and preservation projects designed to preserve historic maritime resources and to increase public awareness and appreciation for the maritime heritage of the United States through in-house projects managed directly by the prime grantee and/or competitive subgrant programs.

B. Project Objectives - The objectives of this grant are to advance maritime heritage through public education for a wide audience on America's maritime heritage in addition to at least one of the following:

- educational activities concerning historic marine resources, including archeological sites
- facilitate public connection and access to maritime heritage and resources

3. Public Purpose

This grant program enables eligible grantees and subgrantees, as stated in the Notice of Funding Opportunity, across the nation to participate in a nationwide maritime heritage preservation and education program and meet the goals of 54 USC 3087 et seq., commonly known as the National Maritime Heritage Act.

4. Statement of Work

NOTICE OF AWARD (Continuation Sheet)

PAGE 3 of 12	DATE ISSUED 09/20/2023
GRANT NO. P23AP00432-00	

The Statement of Work to be performed in accordance with the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation and as determined eligible in the National Maritime Heritage Act, 54 U.S.C 3087 et seq.

The Statement of Work is further defined in an addendum at the end of this Notice of Award.

5. Responsibilities of the Parties

1. The Recipient agrees to:

1. Carry out the Statement of Work in accordance with the terms and conditions stated herein. The recipient shall adhere to Federal, state, and local laws, regulations, and codes, as applicable. Perform work in accordance with the Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation* in the assigned mandatory program areas as defined by the National Maritime Heritage Act.
2. Notify NPS of all selected subawards/subgrants via HPF Online.
3. Recipients that issue subawards/subgrants, (entities that function in whole or in part as pass-through entities), are responsible for ensuring subgrant/subaward compliance with the requirements of 2 CFR 200. The recipient must provide a list of selected subawardees/subgrantees and associated budgets to the NPS for review prior to making subawards/subgrants. Subrecipients should understand they are subject to the requirements of 2 CFR 200.1 "Subaward"; 200.101 Applicability; 200.331 Requirements for pass-through entities.
4. Recipients must select qualified subcontractors and submit documentation to the NPS showing competitive selection or justification for sole source procurement of consultants and contracts in accordance with 2 CFR 200.318-327 or 2 CFR 200.317, as applicable.
2. Substantial involvement is defined as significant NPS participation prior to and during the performance of a financial assistance agreement. For grants, substantial involvement is neither expected nor required. No substantial involvement on the part of the NPS is anticipated for the successful completion of the statement of work detailed in this award. It is anticipated that involvement will be limited to actions related to monitoring project performance and technical assistance at the request of the recipient.

6. Cost-Share Requirement

At least 50% non-Federal cost-share is required for costs incurred under this Agreement. If pre-award costs are authorized, reimbursement of these costs is limited to the Federal cost share percentage identified in this agreement.

7. Pre-Award Incurrence of Costs

The Recipient is not authorized to incur costs prior to the award of this Agreement. Costs incurred prior to the award of this agreement are not allowable.

8. Award and Payment

1. The NPS will provide funding to the Recipient in an amount not to exceed the figure in block 11m of the Notice of Award for the Statement of Work described in Article VI and in accordance with the NPS approved budget. The approved budget detail is incorporated herein. Any award beyond the current fiscal year is subject to availability of funds. Acceptance of a Federal financial assistance award from the Department of the Interior carries with it the responsibility to be aware

NOTICE OF AWARD (Continuation Sheet)

PAGE 4 of 12	DATE ISSUED 09/20/2023
GRANT NO. P23AP00432-00	

of, and comply with the terms and conditions within this award document. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means.

2. Recipient shall request payment as applicable in accordance with the following:
 1. **Method of Payment.** Payment will be made by advance and/or reimbursement through the Department of Treasury's Automated Standard Application for Payments (ASAP) system.
 2. **Requesting Advances.** Requests for advances must be submitted via the ASAP system. Requests may be submitted as frequently as required to meet the needs of the Financial Assistance (FA) Recipient to disburse funds for the Federal share of project costs. If feasible, each request should be timed so that payment is received on the same day that the funds are dispersed for direct project costs and/or the proportionate share of any allowable indirect costs. If same-day transfers are not feasible, advance payments must be as close to actual disbursements as administratively feasible.
 3. **Requesting Reimbursement.** Requests for reimbursements must be submitted via the ASAP system. Requests for reimbursement should coincide with normal billing patterns. Each request must be limited to the amount of disbursements made for the Federal share of direct project costs and the proportionate share of allowable indirect costs incurred during that billing period.
 4. **Adjusting Payment Requests for Available Cash.** Funds that are available from repayments to, and interest earned on, a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds must be disbursed before requesting additional cash payments.
 5. **Bank Accounts.** All payments are made through electronic funds transfer to the bank account identified in the ASAP system by the FA Recipient.
 6. **Supporting Documents and Agency Approval of Payments.** Additional supporting documentation and prior NPS approval of payments may be required when/if a FA Recipient is determined to be "high risk" or has performance issues. If prior Agency payment approval is in effect for an award, the ASAP system will notify the FA Recipient when they submit a request for payment. The Recipient must then notify the NPS AO that a payment request has been submitted. The NPS AO may request additional information from the Recipient to support the payment request prior to approving the release of funds, as deemed necessary. The FA Recipient is required to comply with these requests. Supporting documents may include invoices, copies of contracts, vendor quotes, and other expenditure explanations that justify the reimbursement requests.
3. Any award beyond the current fiscal year is subject to availability of funds; funds may be provided in subsequent fiscal years if project work is satisfactory and funding is available.
4. Expenses charged against awards under the Agreement may not be incurred prior to the beginning of the Start Date of the Agreement, and may be incurred only as necessary to carry out the approved objectives, scope of work and budget with prior approval from the NPS AO. The Recipient shall not incur costs or obligate funds for any purpose pertaining to the operation of the project, program, or activities beyond the expiration date stipulated in the award.
5. Any non-Federal share, whether in cash or in-kind, is expected to be paid out at the same general

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rate as the Federal share. Exceptions to this requirement may be granted by the AO based on sufficient documentation demonstrating previously determined plans for or later commitment of cash or in-kind contributions. In any case, the Recipient must meet their cost share commitment over the life of the award.

9. Reports and/or Outputs/Outcomes

1. Refer to the second page of the Notice of Award document for Federal Financial reporting frequency and due dates. Performance reports are also required at the same reporting frequency and due dates as the FFR. Reports must be submitted through the GrantSolutions "Manage Reports" functionality.
2. A final Performance Report and a final Federal Financial Report will be due 120 days after the end-date of the Term of Agreement. If the recipient does not submit the final report before the required due date, NPS is required to submit a finding of non-compliance to the Federal Awardee Performance and Integrity Information System (FAPIIS). Each report shall be submitted as described above.
3. The Secretary of the Interior and the Comptroller General of the United States, or their duly authorized representatives, will have access, for the purpose of financial or programmatic review and examination, to any books, documents, papers, and records that are pertinent to the Agreement at all reasonable times during the period of retention in accordance with 2 CFR 200.334 *Retention Requirements for Records*.
4. Specific projects, tasks, or activities for which funds are reimbursed and/or advanced will be tracked and reported by the grantee's submission as defined in an addendum at the end of this Notice of Award.

10. Award Specific Terms & Conditions

Terms and conditions specific to this award are defined in the Program Specific Requirements section of this agreement.

Program Specific Requirements**1. Cost Sharing/Matching Requirement**

A minimum of 50% non-Federal cost-share is required for costs incurred under this grant program. The recipient agrees to contribute the amount identified in block 11n in eligible non-Federal matching contributions that are allowable, properly documented, and must be used during the grant period to share the costs for this statement of work. Failure to use the required non-Federal matching share will result in the disallowance of costs reimbursed, and/or the deobligation of remaining unexpended funds.

2. Audit Findings and Follow-Up

The Recipient is hereby informed that the NPS may withhold or suspend award funds, or may impose other related conditions, if the recipient does not satisfactorily and promptly address findings from Single or program-specific audits, investigations, or reviews of NPS programs and awards. Each year the award is active, the Recipient must require its auditors to provide status report updates of all audit findings included in the prior audit's Schedule of Findings and Questioned Costs, as required by 2 CFR 200,

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Subpart F ("Grants and Agreements, Audit Requirements"). Upon review of subsequent annual audits, the NPS will determine if further corrective action is warranted.

When findings exist, the Recipient must submit a status report every six months to the NPS of all steps being taken to resolve related audit findings included in the prior audit's *Schedule of Findings and Questioned Costs* to remain in good standing for all NPS grant awards. If the Recipient fails to meet these deadlines without written approval of extension from the NPS, NPS may withhold remaining and future award funds, or may impose other related requirements to ensure compliance with this condition. Outstanding audit findings, if any, are included in the attachments of this Agreement.

3. NPS Oversight

The NPS will provide oversight of this grant project through the following NPS reviews:

1. Review and approval of annual and final reporting to include compliance with 2 CFR 200;
2. Review and approval for compliance with the Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation*;
3. Review and approval for compliance with Sections 106 (54 USC 306108) and 110f (54 USC 306107) of the National Historic Preservation Act in coordination with the appropriate State Historic Preservation Office;
4. Review and approval for compliance with the National Environmental Policy Act (NEPA);
5. Review and approval of project signage to notify the public of federal involvement; and
6. Any other reviews as determined by the NPS based on program needs or financial/programmatic risk factors (i.e., draft National Register nomination if required, etc.).

4. Equipment Purchases

Each item of equipment purchased under this award must be approved specifically and in writing by the NPS prior to purchase to confirm the allowability of the costs. Approval of the application is not approval of equipment included within the application. Equipment is defined by 2 CFR 200.1 as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000.

5. Publicity & Press Releases

Press releases about this project must acknowledge the grant assistance provided by the National Maritime Heritage Grants Program and the National Park Service, and copies of the press releases must be provided to the NPS. The Recipient must transmit notice of any public ceremonies planned to publicize funded or related projects in a timely enough manner so that the NPS, Department of the Interior, Congressional or other Federal officials can attend if desired. All publicity and press releases related to activities funded with this award should include a statement that funding for the activity was provided (in part or in whole) by the National Maritime Heritage Grants Program administered by the National Park Service.

6. Requirement for NEPA Compliance

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All National Maritime Heritage Grants Program funded grants are subject to the requirements of the National Environmental Policy Act (NEPA) of 1969, as amended. This Act requires Federal agencies to consider the reasonably foreseeable environmental consequences of all grant-supported activities. As part of the NPS implementation of NEPA, grantees are required to notify the NPS of any reasonably foreseeable impacts to the environment from grant-supported activities, or to certify that no such impacts will arise upon receipt of a grant award. In addition, the NPS has determined that most National Maritime Heritage Grants Program grant funds are not expected to individually or cumulatively have a significant impact on the environment, unless the activity involves development (construction) or archeology. For construction or archeology projects, the applicant/grantee should use **HPFOnline** to submit an *Environmental Screening Worksheet*, in order to assist the NPS in determining if a Categorical Exclusion (found in NPS Director's Order 12) can be utilized.

7. Compliance with Section 106

Pursuant to Section 106 of the National Historic Preservation Act (54 USC 306108), the NPS and the grantee must complete the consultation process stipulated in the regulations issued by the Advisory Council on Historic Preservation (ACHP) in 36 CFR 800 **prior** to the commencement of all grant-assisted construction or ground disturbance on the property.

8. Compliance with Section 110

Section 110 of The National Historic Preservation Act identifies the responsibility of the federal agency in their treatment of historic properties. Section 110(f) (54 USC 306107) clarifies the responsibility of the agency to protect National Historic Landmarks (NHL) from harm. See this agreement for submission requirements regarding NHL properties. In addition, Section 110(k) (54 USC 306113) prohibits the NPS from funding any grantee or subgrantee that attempts to avoid the requirements of Section 106. Grantees must make every effort to fund preservation projects that do no harm or adverse effects to NHL properties. Should it be discovered a grantee has deliberately damaged a property (e.g., pre-emptive demolition) to avoid requirements, the NPS must be notified to determine, in consultation with the ACHP, if the project can proceed.

9. NPS Review of Planning/Design Documents for National Historic Landmarks

The grantee must submit the following:

1. a site plan that has the north direction clearly marked;
2. a city/county map with the site of the property clearly labeled;
3. set of plans and specifications for the project;
4. digital images of all exterior elevations of the building or site, with views identified and oriented and keyed to the site plan;
5. digital images of all interior major rooms and those involved in the project, labeled and keyed to a floor plan;
6. for NHL Districts include overall views of the district from the project area; and
7. any additional information that will better enable a technical review of the project to be completed.

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The grantee must submit documents for the entire undertaking to the NPS for its review and approval to ensure conformance with the Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation* and with the conditions listed in this Grant Agreement, **prior** to the beginning of grant-assisted work. Work that does not comply with these Standards in the judgment of the NPS will not be reimbursed, and may cause the grant to be terminated and funds deobligated.

Plans & specifications for the project must be marked on the cover with this statement:

The {name of property} is designated a National Historic Landmark for its architectural and historic significance. It is considered to have irreplaceable cultural, material, and aesthetic value. The work is funded in part by the National Maritime Heritage Grants Program, administered by the National Park Service, Department of the Interior. The funding of which is subject to having all work items meet The Secretary of the Interior's Standards for the Treatment of Historic Properties.

10. GIS Spatial Data Transfer Standards

All GIS data collected with National Maritime Heritage Grants Program funds shall be in compliance with the NPS Cultural Resource Spatial Data Transfer Standards with complete feature level metadata. Template GeoDatabases and guidelines for creating GIS data in the NPS cultural resource spatial data transfer standards can be found at the NPS Cultural Resource GIS Facility webpage:

https://www.nps.gov/crgis/crgis_standards.htm

Technical assistance to meet the NPS Cultural Resource Spatial Data Transfer Standard specifications will be made available if requested. Execution of a Data Sharing Agreement between the NPS and the Recipient shall take place prior to collection of GIS data using National Maritime Heritage Grants Program funds, as applicable.

Compliance with this award term will satisfy the requirements of Article 26 "Geospatial Data" and contained within in the Department of the Interior's General Terms & Conditions (effective June 1, 2023).

11. Catalog of Federal Domestic Assistance/Assistance Listing Inclusion in Single Audit

Non-Federal entities receiving financial assistance through the National Maritime Heritage Grants Program must include the appropriate Catalog of Federal Domestic Assistance (CFDA) number in the Schedule of Expenditures of Federal Award in their Single-Audit. The CFDA number (also called Assistance Listing) applicable to this award is identified in block 2 on the first page of this agreement document.

12. Notice of Financial Management Review

As part of government-wide efforts to improve coordination of financial management and increase financial accountability and transparency in the receipt and use of federal funding, the grantee is hereby notified that this award may be subject to higher scrutiny. This may include a requirement to submit additional reporting documentation.

13. Subgrant Awards

The awarding of subgrants must follow the general criteria described below in addition to the eligibility factors outlined in the Notice of Funding Opportunity and OMB regulations in 2 CFR 200.

The Grantee must publicly announce the availability of National Maritime Heritage Grants Program

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funds and include the following information:

1. A summary statement of the priorities for funding;
2. Description of eligible activities for which funding is to be provided;
3. The total amount available, or expected to be available for subgrants;
4. An explanation of the required selection process used, including evaluation criteria, that will provide an opportunity for all eligible entities to submit applications and have them considered on an equal basis;
5. The deadline for submitting the completed application;
6. Directions to the applicant to include a detailed and specific list of the final products to be accomplished with the subgrant, and to provide a detailed line-item budget that includes all major work elements;
7. Identification of the donor, source, kind, and amount of nonfederal matching share to be contributed, if applicable;
8. An explanation that all elements funded must meet the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*;
9. An explanation that all subgrants must follow OMB regulations in 2 CFR 200;
10. Notice of the requirement for easements or covenants for grant assisted preservation work.

To qualify a subgrantee as responsible, the grantee must ensure that a subgrantee will:

1. Have adequate financial resources for performance, the necessary experience, organization, technical qualifications, and facilities; or a firm commitment, arrangement, or ability to obtain such;
2. Be able to comply with the proposed or required completion schedule for the project;
3. Have a satisfactory record of integrity, sound judgment, and satisfactory performance, especially with prior performance upon grants and contracts;
4. Have an adequate accounting system and auditing procedures to provide effective accountability and control of property, funds, and assets sufficient to meet audit requirements.

NPS oversight of subgrants will include:

1. Review of selected subgrants;
2. Review of any physical preservation work for compliance with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*;
3. Review of any physical preservation work or archeological surveys for compliance with National Environmental Policy Act (NEPA);

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4. Review, in concert with National Park Service regional office(s), physical preservation work as per Section 110(f) (54 USC 306107) which clarifies the responsibility of the agency to protect National Historic Landmarks (NHL) from harm;
5. Verification of submission of any subgrants over \$30,000 federal share to Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS);
6. Review of final executed preservation easement/covenant;
7. Additional requirements as determined for the grantee based on risk or program requirements.

14. Unanticipated Discovery Protocols

At a minimum, unanticipated discovery protocols for subgrants or contracts shall require the sub-grantee or contractor to immediately stop construction in the vicinity of the affected historic resource and take reasonable measures to avoid and minimize harm to the resource until the SHPO or THPO, sub-grantee or contractor, and Indian Tribes, as appropriate, have determined a suitable course of action within 15 calendar days. With the express permission of the SHPO and/or THPO, the sub-grantee or contractor may perform additional measures to secure the jobsite if the sub-grantee or contractor determines that unfinished work in the vicinity of the affected historic property would cause safety or security concerns.

15. Requirement for Training

At the direction of the National Park Service, personnel associated with management of the grant program may be required to attend trainings and/or meetings. The grantee will be provided adequate notice to plan for any required activities; expenses incurred as part of this requirement are eligible to charge towards the grant.

16. Demonstration of Effort – Performance Goals

In order to ensure the timely and successful completion of all National Maritime Heritage Grants Program grant awards, the NPS requires acceptable demonstration of effort by the grantee on project work supported by all funded grants.

Demonstration of effort means acceptable performance by undertaking meaningful progress on grant-supported activities and complying with award terms and conditions.

17. Funding for Use of Unmanned Aircraft Systems (UAS) (AKA Drones)

National Maritime Heritage Grants Program funding for unmanned aircraft systems (UAS) usage is eligible only in the contracting of an experienced, licensed contractor of UAS who possesses the appropriate license, certifications, and training to operate UAS. The contractor is required to provide proof of liability insurance in the operation of UAS for commercial use.

If National Maritime Heritage Grants Program funding is provided to a state, tribal, local, or territorial government, or other non-profit organization for the use of UAS as part of their scope of work, the recipient must have in place policies and procedures to safeguard individuals' privacy, civil rights, and civil liberties prior to expending such funds.

18. Copyright

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Per 2 CFR 200.315(b), the NPS reserves a royalty-free right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so, any materials produced under this grant. All photos included as part of the interim & final reporting and deliverables/publications will be considered released to the NPS for future official use. Photographer, date, and caption should be identified on each photo, so NPS may provide proper credit for use.

A digital copy of all deliverables must be available for public access. Sensitive information may be redacted from the public access copy.

All consultants hired by the Recipient must be informed of this requirement.

19. Compliance with the Americans with Disabilities Act and the Architectural Barriers Act

The use of federal funds to improve public buildings, to finance services or programs contained in public buildings, or alter any building or facility financed in whole or in part with Federal funds (except privately owned residential structures), requires compliance with the 1990 Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and the Architectural Barriers Act (ABA). Work done to alter the property should be in compliance with all applicable regulations and guidance.

20. Funding Acknowledgement

The grantee must include acknowledgment of grant support from the National Maritime Heritage Grants Program of the National Park Service, Department of Interior, in all deliverables and publications concerning NPS grant-supported activities as referenced in the Statement of Work.

All deliverables must contain the following disclaimer and acknowledgement:

"This material was produced with assistance from the National Maritime Heritage Grants Program, administered by the National Park Service, Department of the Interior under Grant Number [insert grant number] (and HPF Online Project Number, if applicable). Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the Department of the Interior."

1. Deliverables/publications include but are not limited to grant project reports; books, pamphlets, brochures or magazines; video or audio files; documentation of events, including programs; invitations and photos; websites; mobile apps; exhibits; and interpretive signs.
2. All consultants hired by the grantee must be informed of this requirement.
3. Grantees, subgrantees, contractors may not use the NPS Arrowhead in any form without written permission.

21. Requirement for Project Sign & Public Notification

As stipulated in 36 CFR Part 800, public views and comments regarding all Federally-funded undertakings on historic properties must be sought and considered by the authorizing Federal agency. Therefore, the grantee is required to post a public notification regarding the undertaking under this grant in one or more of the major newspapers or news sources that cover the area affected by the project within 30 days of receiving this awarded grant agreement. A copy of the posted release must be submitted to NPS within 30 days of the posting.

National Maritime Heritage Grants Program funded projects must create public notification of the project in the form of a project sign, website posting, and proper credit for announcements and publications as appropriate. Signage/notification must be submitted for approval by the ATR in advance. Also the

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sign/notification must be of reasonable and adequate design and construction to withstand weather exposure (if appropriate); be of a size that can be easily read from the public right-of-way; and be accessible to the public throughout the project term as stipulated in this agreement. At a minimum, all notifications must contain the following statement:

“[Project Name] is being supported in part by a National Maritime Heritage Grant administered by the National Park Service, Department of the Interior.”

Additional information briefly identifying the historical significance of the property and recognizing other contributors is encouraged and permissible. The NPS arrowhead logo may only be used in conjunction with the National Maritime Heritage Grants Program approved signage format that can be provided upon request. Any other use of the logo is prohibited.

Cost of posting, fabricating, and erecting notification are eligible grant costs.

22. Determination of Risk

In accordance with 2 C.F.R. § 200.205, the application for this award was subjected to a pre-award risk assessment which included a review of information contained within the application, past audits, Federal Awardee Performance and Integrity Information System (FAPIIS), and/or past performance on previous Federal financial assistance awards and other factors.

This award has been determined to be a medium risk with the following requirements:

Requests for payment must be submitted to your NPS ATR using a Standard Form 270, *Request for Advance or Reimbursement*, prior to drawing down funds. **Upon NPS approval of the request**, the Recipient may draw the payment from their ASAP grant account. If payments are drawn from the ASAP grant account without prior NPS approval, the Recipient may be determined “high risk” and be subject to additional grant terms and conditions.

AWARD ATTACHMENTS

HOUSING AND COMMUNITY AFFAIRS, VERMONT DEPT OF

P23AP00432-00

1. P23AP00432 VT (Education) Addenda
2. Environmental Certification for Maritime Grants
3. FY22 Awards Reporting Cycle.pdf

Addenda for Maritime Education Grants

Addenda
to
Grant Agreement
P23AP00432 - VERMONT

1. Addendum to Approved Budget

The approved budget to complete the work under this grant is further defined as follows:

Budget Item	Federal Admin	Federal Program	Recipient Share Admin	Recipient Share Program	Total
<i>Personnel</i>	\$ 1,381.32	\$ -	\$ 1,381.32	\$ -	\$ 2,762.64
<i>Fringe Benefits</i>	\$ 818.16	\$ -	\$ 818.16	\$ -	\$ 1,636.32
<i>Travel</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Supplies</i>		\$ 3,686.00		\$ 443.00	\$ 4,129.00
<i>Equipment</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Contractual</i>	\$ -	\$ 24,114.52	\$ -	\$ 27,357.52	\$ 51,472.04
<i>Construction</i>	0	\$ -	\$ -	\$ -	\$ -
<i>Other</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Indirect Costs</i>					\$ -
Total	\$ 2,199.48	\$ 27,800.52	\$ 2,199.48	\$ 27,800.52	\$ 60,000.00

2. Addendum to Article IV - Statement of Work

The Statement of Work is further defined to include work performed in accordance with the National Maritime Heritage Act public law (54 USC 308701-380707). Funded activities provide information about the maritime heritage of the United States. Activities address curation, instruction, and interpretation of maritime heritage collections, traditional maritime skills, historic maritime properties, and maritime history topics. All funded activities must advance maritime heritage through public education for a wide audience on America's maritime heritage in addition to at least one of the following ways:

- Educational activities concerning historic marine resources, including archeological sites
- Facilitate public connection and access to maritime heritage and resources:

Additionally, this funding will be used to:

- a. Operation of an in-house project directly managed by the Vermont State Historic Preservation Office entitled The Maritime Heritage Educational Grant to Document and Record the Canal Boat History of Lake Champlain Project. Operation of the project will partner with the Lake Champlain Maritime Museum (LCMM). LCMM is the official repository for the state's underwater archaeological artifacts and associated archives, and is the only partner capable to complete this education grant as they are the stewards housing the collection. The goals of the in-house project are:
 - i. Adding all canal boat shipwrecks to Vermont's archaeological inventory system
 - ii. Adding nine Vermont Underwater Preserve sites to Vermont's Archaeological Inventory System
 - iii. Submission of a National Register of Historic Places nomination for Providence Island Canal Sloop

- iv. Documentation, rehousing, and digitization of canal boat-related collections in the Museum's care

Additionally, this funding may be used to:

1. Support administrative costs necessary to complete and administer the program. Note that the sum of all administrative costs, whether charged to the federal or matching (recipient) share by the prime grantee or subgrantee(s) **may not** exceed **7.5%** of the total budget.
2. The amount awarded in a fiscal year for all grants and subgrants for projects relating to historic maritime resources owned or operated by a federal government **may not** exceed **40%** of the total amount available for grants and subgrants.

3. Addendum to Article IX – Reports, Outcomes & Deliverables

The Reports, Outcomes, and Deliverables are further defined to include:

1. Draft documents as related to the Statement of Work and *will be submitted before the end of the award in addition to the documentation required by the Notice of Funding Opportunity and Grant Agreement*:
 - a. Evidence of documentation between the Vermont SHPO and the Lake Champlain Museum which will clearly outline the nature of the partnership relationship regarding the administration of the subgrant program.
 - b. Draft documents including text, layout, etc., for any public information releases concerning this award which refer to the Department of the Interior or any bureau or employee, by name or title to include press release posted upon receipt of the grant funding, and public outreach design (to include - but not limited to - identified audience, a clear plan for outreach and dissemination, methods, and release forms) as referenced by 54 USC 308703(d)(1). Drafts to be submitted as an attachment to maritime_grants@nps.gov.
 - c. Submission of model documentation to be used to administer the subgrant program to maritime_grants@nps.gov:
 - i. model subgrant agreement
 - ii. model subgrant application
 - iii. model easement, covenant, or preservation agreement
 - iv. These three model documents must be submitted before subgrant project awards.
 - d. SHPO selected subgrant projects submitted to HPF Online for eligibility review of Section 110, Section 106, Secretary of the Interior Standards and conform with 54 USC 308703(c)(2)(C) and 54 USC 308703(d)(1) per 54 USC 308702(e)(1). Selected projects should be submitted to HPF Online with a confirmation of submission to maritime_grants@nps.gov.
 - e. Publications or products (photographs, workshops, handouts, pamphlets, videotapes, etc.) produced for educational and promotional purposes using this grant (one digital copy) as referenced by 54 USC 308703(d)(1). Elements to be submitted within the Final PPR in GrantSolutions.
 - f. Before and after images of each in-house activity and images documenting the subgrant program will be submitted per 54 USC 308703(c)(2)(C) in HPF Online with confirmation of submission to maritime_grants@nps.gov.
 - g. Confirmation of qualified and competitively selected vendors and contractors for administration of in-house projects in addition to documents related to procurement per 2 CFR 200 Subpart D: eCFR :: 2 CFR Part 200 Subpart D - Procurement Standards. Contracts should be made with an entity with familiarity with the Secretary of the Interior's Standards and any prior historic preservation experience. Confirmation to be submitted to maritime_grants@nps.gov.

2. Complete Interim HPF Online reporting related to the Statement of Work with confirmation of submission email to maritime_grants@nps.gov.
 - a. Sample of progress photographs of all in-house and subgrant activities
 - b. Ensure to update project expenditures and status if needed.
3. Complete Interim GrantSolutions reporting related to the Statement of Work
 - a. Complete submission of Interim Narrative Report (PPR).
 - i. Complete an Interim Reporting Worksheet for each project authorized under the grant. Completed Interim Performance Report fully answer all questions in the outlining of progress in completing the grant objectives and results as listed in the Scope of Work. Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results with added:
 1. Budget revision, if necessary
 2. Time extension, if necessary
 - b. Complete submission of Interim Financial Report (FFR). Complete FFR in GrantSolutions adding the following as an as attachment:
 - i. SF-248A if applicable
4. Complete submission of final HPF Online reporting related to the Statement of Work include with a confirmation of submission email to maritime_grants@nps.gov.
5. Complete submission of final Grantsolutions reporting related to the Statement of Work include:
 - a. Submission of Final Narrative Report (PPR)
 - i. Detailed report containing a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results.
 - b. Submission of Final Financial Report (FFR)
 - ii. Complete and attach the SF-425 corresponding to the activities in the Project Description and are outlined in the Budget Justification Worksheet.
 - iii. Complete and attach the SF-428B *Tangible Personal Property Report Final Report* or SF-428C, *Tangible Personal Property Disposition Request/Report*, if applicable



United States Department of the Interior

NATIONAL PARK SERVICE
1849 C Street, NW
Washington, DC 20240

ENVIRONMENTAL CERTIFICATION

Based upon a review of the application, proposed work, and the supporting documentation contacting in the applications, it has been determined that the proposed National Maritime Heritage Grant Program funded work meets the criteria for categorical exclusion under the current Interim Director's Order 12 Categorical Exclusions (replacing DO-12 Handbook, Chapter 3, Sections 3.3, 3.4, and 3.5).

Applicable categorical exclusion(s) below apply to all proposed projects **except** development and archeological survey which must be reviewed independently:

F.1 – F.6 – Actions Related to Grant Programs

Turkiya L. Lowe

Turkiya L. Lowe, Ph.D.
Supervisory Historian and Manager,
Park History Program
Deputy Federal Preservation Officer

Effective as of the date in block 1, page 1.
Date

FY22 Awards Reporting Cycle

Grant Award Attachment

National Maritime Heritage Grants – Preservation & Education

Performance Progress Report Cycle			
Reporting Period Start Date	Reporting Period Start Date	Reporting Type	Reporting Period Due Date
10/1/2023	9/30/2024	Annual	12/29/2024
10/1/2024	9/30/2025	Final	1/28/2026

Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period Start Date	Reporting Type	Reporting Period Due Date
10/1/2023	9/30/2024	Annual	12/29/2024
10/1/2024	9/30/2025	Final	1/28/2026

Due to a current temporary system limitation with GrantSolutions, the complete performance progress reporting and federal financial report due dates and reporting periods are not displaying correctly on the Notice of Award coversheet. The tables above show the correct due dates and reporting periods.

If the period of performance for your grant is modified, a new set of tables will accompany the modification and supersede those displayed above.

Program Description Worksheet for National Maritime Heritage Grants

Please read the Notice of Funding Opportunity (NOFO) prior to completing this worksheet.

Name of Applicant Organization

Vermont Division for Historic Preservation (in collaboration with subgrantee Lake Champlain Maritime Museum)

Subgrant Program and In-House Project Location Information

Name of Properties/District(s)/Location(s)

Canal Boat shipwreck resources in Lake Champlain, Vermont.

Describe the Properties/District(s)/Location(s)

Canal Boat resources that are shipwrecks and designated underwater archaeological sites/preserves in Lake Champlain, Vermont.

Lake Champlain Maritime Museum, Vergennes, Vermont, 05491

City: Multiple

State: Vermont

Zip Code: Multiple 05491

Define type(s) of owners i.e. private, public, educational, nonprofit

The canal boat wrecks in Lake Champlain are public resources, falling under the jurisdiction of the State of Vermont upon resting on the lake's bottom and the VT SHPO serves as the steward of those underwater archaeological sites. Additionally, VT SHPO has been charged with the administration of the Underwater Historic Properties Program, per 22 V.S.A § 781. Administration of the program includes preservation and

National Register Listed Name and National Register Information System Number (NRIS), if listed

Underwater Historic Preserves in Lake Champlain Listed in the National Register

1. Sailing Canal Boat *O.J. Walker* (98001270)
2. Sloop Island Canal Boat (100007843)
3. Canal Boat Wrecks of Lake Champlain in Vermont and New York MPS (100007842)

Not canal boats but other listed Underwater Historic Preserves

4. Steamboat *Phoenix* (98001268)

Program Summary: Provide a summary of your program. This should provide a brief overview of your program and state the major goal(s) of your subgrant program. Limit 3,000 characters (including spaces)

The Vermont State Historic Preservation Office (VT SHPO), together with the subgrantee Lake Champlain Maritime Museum, requests funding to document, interpret, and share the rich history of canal boat wrecks in Lake Champlain in celebration of the 200th anniversary of the opening of the Champlain Canal in 2023.

Program objectives for this joint proposal include:

1. Adding all canal boat shipwrecks to Vermont's archaeological inventory system
2. Adding all nine Vermont Underwater Historic Preserve sites to Vermont's Archaeological Inventory System
3. Submission of a National Register of Historic Places (NRHP) nomination for the Providence Island Canal Sloop
4. Documentation, rehousing, and digitization of canal boat-related collections in the Museum's care

In 1823, the Champlain Canal was completed, connecting Lake Champlain to the Hudson River and knitting together an already historic north-south transportation route. The lake, which had been a major regional travel route for thousands of years and had become an expanding commercial highway after the end of the American Revolution, became an even more economically significant waterway throughout the 19th century.

The lake, home to traditionally designed sloops and schooners and then steamboats, now welcomed a new watercraft to North America: the sailing canal boat. This novel modification of a traditional canal boat, which lacked masts and sails and relied entirely on towboats and mules to move from place to place, allowed the vessels to sail from distance lake ports to the canal on the power of wind alone, avoiding towing fees, increasing competition, and growing the economy by bringing goods to markets faster. Canal boats have throughout history contributed to the growth of many of the cities and towns around Lake Champlain. The impacts of the Champlain Canal are still felt today. These sailing canal boats and the story of the canals are crucial to preserve and unique to the history of our region.

The VT SHPO team will share this work with a subgrantee organization, Lake Champlain Maritime Museum, which is the official repository of the state's underwater archaeological collections (designated in 2020). The Museum was started 37 years ago to preserve and share the cultural and

This grant program is designed to support various maritime heritage education projects and preservation projects which focus on three broad categories of historic maritime resources: historic maritime properties, maritime heritage collections, and traditional maritime skills. Please indicate the category(-ies) your subgrant program or in-house activities are designed to support.



Historic Maritime Resources



Maritime Heritage Collections



Traditional Maritime Skills

Criterion 1 - Subgrant Program Objectives: Limit 7,000 characters (including spaces)

Adding all canal boat shipwrecks to Vermont's archaeological inventory system

The Museum team will upload all known information about Vermont's canal boat shipwrecks (~75 sites) using the VT SHPO's Vermont Archaeological Inventory's Underwater Site form. Extensive Museum research has assembled a wide variety of documentation and archaeological data about these sites over the last several decades. The Museum team worked collaboratively with the VT SHPO to create an underwater site form that accurately tracks fields of relevance to underwater archaeologists. Including the canal boat shipwrecks in the Vermont Archaeological Inventory will serve as an excellent entry point for researchers, archaeologists, and state employees looking for more information about these rich historic resources. It will also enable the VT SHPO to provide enhanced stewardship of these historic resources and for public safety as Lake Champlain is a primary recreation and commercial enterprise for the region that includes Vermont, New York, and Quebec. The Museum's archival files on these historic canal boats are becoming ever more important. Climate change continues to have unknown effects on the resources themselves, and these files represent our existing knowledge of these sites and offer a starting point for graduate and post-doctoral students, as well as organizations like VT SHPO and the Museum, to continue research. Awareness of the wrecks is also vital for the protection of the boating public.

Adding the nine Vermont Underwater Preserve sites to Vermont's Archaeological Inventory System

The Lake Champlain Underwater Historic Preserve is operated by the Vermont Division for Historic Preservation (VT SHPO) and managed by Lake Champlain Maritime Museum on their behalf through a stewardship grant. The Lake Champlain Underwater Historic Preserve provides public access for divers to some of the lake's historic shipwrecks and is designed to protect these irreplaceable historic resources from anchor damage and artifact collecting. Four of the nine preserve sites are canal boat shipwrecks (three of which are listed in the National Register). Including all nine of the preserve sites in the Vermont Archaeological Inventory System will further protect their rich history and provide access to information about the sites for interested researchers, archaeologists, and state employees. It will also enable VT SHPO to provide enhanced stewardship of these historic resources in the future and ensure public awareness and safety. As with adding the canal boat shipwrecks to the Vermont Archaeological Inventory, this work presents a unique opportunity to share information about these historic sites before and during the most recent effects of climate change, and to track these changes over time.

Submission of a NRHP Nomination for Providence Island Canal Sloop

The Museum team will research and document this wreck site, then draft and submit a National Register for Historic Place's nomination form to VT SHPO. Lake Champlain's Providence Island Canal Sloop is a candidate for inclusion in the Vermont Underwater Historic Preserves and National Register listing because of its significance. Located in relatively shallow water and with an intact artifact collection, it is at higher risk for divers to find, access, and potentially loot. Given increased diver access to sonar technology, documentation and nomination are urgent and essential to capture the history and archaeological context of this site as soon as possible. This wreck presents a unique opportunity for further study of Lake Champlain's canal boats and the people who operated and lived aboard them. This site meets NRHP eligibility criteria A and D (associated with events that have made a significant contribution to the broad patterns of our history; or have yielded or may be likely to yield, information important in history or prehistory). Given the intact artifact collection and limited previous diver access to the site, this wreck will likely provide an especially intriguing window into the history of canal boats, which were an innovation in both technology and culture that are significant to the maritime heritage of the United States. Documenting, nominating, and opening this site as an Underwater Historic Preserve is essential to its preservation and the

Criterion 2 - Educational Component: Limit 7,000 characters (including spaces)

Both the Museum and VT SHPO highlight public education as central to their missions. All aspects of this program present a unique opportunity to share the important maritime history of canal boats with the public. In addition, all deliverables proposed in this application will inform future exhibits and public outreach developed by both the Museum and the VT SHPO.

Through our mission, the VT SHPO, shaped by our responsibilities under the Vermont State Historic Preservation Act and the National Historic Preservation Act, is dedicated to identifying, preserving, and interpreting historic resources on behalf of the citizens of the state and promoting them as significant components of our communities. Designation through the State and National Registers and access to our research and data are at the core of our mission and highlighted in the current goals of our state plan (2016-2022) and those goals under review for the next plan (2023-2028), which emphasize advocacy, outreach, information collaboration, and cultivation of place and stewardship.

At Lake Champlain Maritime Museum, our mission is to *connect all people to Lake Champlain, inspiring them to learn from the past, build together in the present, and create a sustainable future*. Everything we do is centered around public access to education. All our work, including the work to document and interpret collections and underwater historic resources, connects people today with our shared history and communities, and develops more engaged stewards of Lake Champlain and its cultural and natural resources.

The Museum welcomes approximately 10,000 visitors to its on-campus site each year, with an additional 55,000+ visitors to its digital exhibits annually. The Museum's audiences are broad and varied. We welcome people of all ages, genders, ethnicities, and socioeconomic statuses. Although a significant portion of our visitation comes from the residents of rural, low-income, and underserved communities of Addison County, Vermont and Essex County, New York, we also welcome thousands of domestic and international tourists to the Champlain Valley each year. As part of its organizational philosophy, the Museum does not charge admission fees for any visitors. Funding from the VT SHPO ensures access to the Underwater Historic Preserves is provided free of charge by supporting the operations and maintenance.

Sharing our collections digitally is an excellent way to provide public access to our history through making personal connections to the objects left behind over the centuries. Online access to these objects for the public, students, teachers, and researchers will generate more interpretation of this shared history in the public realm, as well as in the K-12 and higher academic spheres. A complete listing of canal boat and preserves sites in the Vermont Archaeological Inventory System and the NRHP nomination deliverables will also inform future academic research into this critically important period in our nation's economic development. In addition, the inclusion of underwater sites in the Vermont Archaeological Inventory will make this information available to cultural resource management professionals, including other archaeologists, and will inform infrastructure projects, such as bridge placements in proximity to shipwrecks or other public works projects.

Having more intellectual and physical control over the objects and sites we steward will be crucial in continuing to develop the Museum's and VT SHPO's various exhibits and educational programs. Focusing on the canal boat history during this anniversary will also be especially helpful as more audiences are looking for educational content about this moment in history.

A crucial part of this process will be sharing the work outlined in this proposal with the

Criterion 3 - Feasibility: Limit 7,000 characters (including spaces). Please note there is a separate section below for your timeline, however the feasibility of the timeline must be discussed in this section.

Below is an explanation of feasibility for each of the subgrantee's program objectives that identifies how each can be accomplished in a realistic and timely manner.

Adding all canal boat shipwrecks to Vermont's Archaeological Inventory System

Museum staff have extensive experience using and updating Vermont and New York state Geographic Information Systems (GIS) for cultural resources. The Museum regularly shares information with state entities searching for documentation on underwater sites within project areas for federal undertakings and other public works projects. In 2019 and 2020, the Museum collaborated with the New York SHPO to input all known data on Lake Champlain's New York shipwrecks into their Cultural Resource Management System (CRIS). As part of this project, Museum staff offered suggestions for a new underwater site form, modeled greatly on the collaborative form developed for use by the VT SHPO. Over the course of the data entry project, the Museum team added information about 152 shipwreck and submerged cultural heritage sites to the CRIS database.

Given this experience, the Museum team is confident that entering data about the approximately 75 canal boat shipwreck sites in Lake Champlain's Vermont waters can be completed within the project period. As per the project timeline, we anticipate completing data entry for 7 sites each month for 11 months. We estimate that each site will take approximately 3 hours to complete (225 hours total), all to be completed by archaeological staff.

Adding the nine Vermont Underwater Preserves sites to Vermont's Archaeological Inventory System

This data entry process will be like that of the canal boat sites, although a great deal more is known about each of the preserve sites. To be accepted into the preserves system, detailed documentation and artifact recovery was required, and the Museum manages both the objects and archival material related to this process. Given this increased amount of information about these sites, we anticipate that these sites will take 6 hours for each site to complete (72 hours total). Data entry for these sites is planned for completion within nine months, following the addition of all (non-preserve) canal boat wrecks to the Archaeological Inventory System.

NRHP Nomination for Providence Island Canal Sloop

The Museum team has written several approved NRHP nominations and is well prepared to complete a nomination form for the Providence Island Canal Sloop. Recently, the Museum's application to nominate a multi-property document for the Canal boats of Lake Champlain in Vermont and New York was approved and submitted to the Register for publication. Preparation of the NRHP nomination form for the Providence Island Canal Sloop will require approximately six months for review submittal to the VT SHPO, accounting for 100 hours of work each for 2 staff (200 total). The review process will require several additional months and we expect to have the nomination completed and ready for submittal to NHRP before the end of this project. In Vermont, designation to the National Register also certifies the resource for listing to the State Register of Historic Places.

Documentation, rehousing, and digitization of canal boat related collections in the Museum's care

In 2022, the Museum team began a comprehensive inventory of its collections, beginning first with those materials related to the Revolutionary War on Lake Champlain. The team has developed and tested an inventory template that is compatible with most major cultural resource management databases. Included in this template are several fields to identify priority for digitization and rehousing to make future steps easier to identify and implement.

We estimate that there are approximately 750 objects or nearly identical object lots in the

Criterion 4 - Appropriateness of Key Personnel: Limit 7,000 characters (including spaces)

The team of Museum staff working on this project brings a variety of expertise. From leading underwater archaeological research projects, to working with collections and archives, to digital engagement, to creating public history programming, the team will bring their diverse skills together to update the records, document the collections, complete the NRHP nomination, and design digital materials that meet the needs of all audiences. The Museum's project team will be Director of Archaeology and Research Christopher Sabick, Assistant Director of Archaeology Cherilyn Gilligan, Collections Manager Patricia Reid, Director of Marketing and Engagement Megan Salocks, and Director of Visitor Experience and Learning Katharine Novia.

Below are brief bios summarizing each Museum staff member's expertise:

Christopher Sabick, Director of Archaeology and Research, has been an archaeologist and conservator for over 20 years and has in-depth content knowledge of the Museum's research collections and Champlain Valley history. He holds an MA in Anthropology from Texas A&M University. Chris also successfully managed a previous National Maritime Heritage Grant, #07110-19-01-NPS MHG 1.

Cherilyn Gilligan, Assistant Director of Archaeology, is an RPA certified archaeologist and holds an MA in Applied Archaeology from Indiana University of Pennsylvania.

Patricia Reid, Collections Manager, has 7 years of experience managing museum collections and holds a BA in Archaeology, History, and French from Lycoming College.

Meg Salocks, Director of Marketing and Engagement is an expert in digital marketing and public engagement in museums. She holds a BA from the University of Vermont and an MA in Arts Administration from Columbia University.

Katherine Noiva, Director of Visitor Experience and Learning, has worked with Vermont non-profits and museums with a focus in visitor experience for over 8 years. She holds a BA in Art History from the University of Vermont.

The VT SHPO Team includes:

Scott Dillon is the Senior Historic Preservation Review Coordinator and Survey Archaeologist, working at the VT SHPO since 1994. His cumulative experience enables him to provide professional judgments about the identification, evaluation, documentation, registration, and treatment of prehistoric archaeological properties in the United States. His deep experience in the study of archaeological resources of the prehistoric period in Vermont has proved invaluable in his role as Survey Archaeologist and has enabled him to supervise and incisively evaluate the products and activities of consultants and other professional archaeologists. Together with the State Archaeologist, he is charged with stewarding the Underwater Historic Preserves and all shipwrecks in Vermont waters.

Dr. Jess Robinson, who joined the VT SHPO in 2015, is the State Archaeologist. His work is centrally focused on the stewardship, preservation, and interpretation of Vermont's rich archaeological past. His own research as a prehistoric archaeologist explores issues surrounding Native American long-distance material exchange, ritual elaboration, and social crisis as these phenomena are evidenced in the Northeastern archaeological record. Together with the Senior Historic Preservation Review Coordinator, he is charged with stewarding the Underwater Historic Preserves and all shipwrecks in Vermont waters.

Timeline: Limit 7,000 characters (including spaces)

The expected timeline for this project is as follows:

June 2023: Project Begins

June 2023 - June 2024: Documentation of canal boat related collections (program objective 4)

June 2023 - May 2024: Museum team adds all Vermont canal boat shipwrecks (program objective 1)

June - December 2023: Museum team drafts NRHP nomination form for Providence Island Canal Sloop and sends to SHPO office for internal review (program objective 3)

Summer 2023 and 2024: Blog or Social Media series about Vermont Archaeological Inventory data entry process (program objectives 1 and 2)

December 2023 - June 2024: SHPO office reviews NRHP nomination form and Museum team incorporates edits (program objective 3)

Winter and Summer 2024: Blog or Social Media series about NRHP nomination drafting (program objective 3)

May 2024 - February 2025: Museum team adds information on the nine Vermont Underwater Preserves sites to the Vermont Archaeological Inventory system (program objective 2)

October 2024: Presentation of NRHP nomination to the VT Advisory Council on Historic Preservation for listing in the State Register of Historic Places and requesting VT SHPO forward to National Register of Historic Places for review (program objective 3)

July 2024 - November 2024: Rehousing of canal boat related collections (program objective 4)

Summer and Winter 2024: Blog or Social Media series about Collections Documentation, Rehousing, and Digitization project (program objective 4)

October 2024 - February 2025: Digitization of canal boat related collections (program objective 4)

March 2025: Final report submitted to VT SHPO

March 2025 - September 2025: Museum Team and VT SHPO undertake final review of deliverables, resulting in any necessary editing and close out of grant with submittal of products

Budget Justification Worksheet

National Maritime Heritage Grants

Budget must be clear and all work elements must be eligible, reasonable, and directly relevant to the project. Items must be broken out between administrative costs and program costs. Leave blank any sections for which no costs will be charged. All items in the budget must be justified in the project description. This worksheet does not replace the SF-424A application form. Information provided below must be consistent with the SF-424A and/or SF-424C.

Administrative costs are defined as: Allowable, reasonable, and allocable costs related to the overall management of activities directly related to finance (accounting, auditing, budgeting, contracting), general administrative salaries and wages (grant administration, personnel, property management, equal opportunity) and other “overhead” functions (general legal services, general liability insurance, depreciation on buildings and equipment, etc.) not directly attributable to specific program areas identified in the grant agreement. All administrative costs reported must be absolutely necessary for project and/or program implementation, such as the cost items identified in the final grant agreement or items otherwise approved in writing by the NPS Awarding Officer (AO). Administrative costs charged to the grant may not exceed 7.5% of the overall project budget (Federal and matching share).

1. Personnel

Provide the titles, and names if applicable, of principal project personnel. Percent of time may be given as hours. Annual salary may be given as the hourly rate. Please note that grant funds may not be used to pay Federal employee salaries, nor may Federal salaries be used as match/cost share.

Title/Name of Personnel	% of Time	Annual Salary	# of Years	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
Jess Robinson/State Archaeologist	3.5	\$78932.14	2	\$ 1,381.32		\$ 1,381.32		\$ 2,762.64
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
				\$ 1,381.32	\$ 0.00	\$ 1,381.32	\$ 0.00	\$ 2,762.64

2. Fringe Benefits

If more than one rate is used, list each rate and salary base. Rates are based on the percent of time spent working on this project.

Title/Name of Personnel	% Rate	Charged Salary	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
Jess Robinson/State Archaeologist	3.5	46751.86	\$ 818.16		\$ 818.16		\$ 1,636.32
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
			\$ 818.16	\$ 0.00	\$ 818.16	\$ 0.00	\$ 1,636.32

3. Travel

Indicate the number of persons travelling, the total days they will be in travel status, and the total subsistence and transportation costs.

Location From/To	No. of People	No. of Days	Lodging and Per Diem	Transportation Costs per Person	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
									\$ 0.00
									\$ 0.00
									\$ 0.00
									\$ 0.00
									\$ 0.00
									\$ 0.00
									\$ 0.00
									\$ 0.00
					\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

4. Equipment

List all tangible personal property with a per-unit acquisition cost of greater than \$5,000 and a useful life of more than one year. Each item of equipment must be approved by NPS in writing prior to purchase. Items worth less than \$5,000 or having a useful life of less than one year must be listed in **Supplies and Materials**. See [2 CFR 200.33](#).

Item	Total Cost	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

5. Supplies and Materials

Includes consumable supplies & materials to be used in the project and any items of expendable equipment (i.e. equipment with a useful life of less than one year). Items with a per-unit cost of more than \$5,000 and an estimated useful life of more than one year should be listed in **Equipment**.

Item	Total Cost	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
Storage cartons/artifact boxes(5 cases of 5 at \$66/case)			\$ 330.00		\$ 0.00	\$ 330.00
Foam planks to cut for inserts in collections storage cartons/boxes (10 at \$105.50 each)			\$ 1,055.00		\$ 0.00	\$ 1,055.00
Rollout drawers for collections cabinets (8 at \$171 each)			\$ 1,368.00		\$ 0.00	\$ 1,368.00
Humidity Control Cartridges for storage in cabinets (4 at \$33.25 each)			\$ 133.00		\$ 0.00	\$ 133.00
Silica Gel Reconditioning System for humidity control cartridges (1 at \$800)			\$ 800.00		\$ 0.00	\$ 800.00
Sketchfab Photogrammetry software			\$ 0.00		\$ 443.00	\$ 443.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
		\$ 0.00	\$ 3,686.00	\$ 0.00	\$ 443.00	\$ 4,129.00

6. Contractual/Consultant Fees

Include payments for professional and technical consultants participating in the project. For all consultants, please include either a flat rate **OR** a daily rate with estimated number of days.

Type of Consultant	Flat Rate	Daily Rate	# of Days	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
Christopher Sabick, Director of Archaeology		\$256	66.25		\$ 7,200.00		\$ 14,000.00	\$ 21,200.00
Cherilyn Gilligan, Asst. Director of Archaeology		\$208	61.25		\$ 6,175.00		\$ 9,750.00	\$ 15,925.00
Patricia Reid, Collections Manager		\$176	39		\$ 5,500.00		\$ 3,080.00	\$ 8,580.00
Meg Salocks, Director of Marketing & Digital		\$208	10		\$ 2,600.00		\$ 0.00	\$ 2,600.00
Katharine Noiva, Director of Visitor Experience & Learning		\$208	8.125		\$ 2,639.52		\$ 527.52	\$ 3,167.04
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
				\$ 0.00	\$ 24,114.52	\$ 0.00	\$ 27,357.52	\$ 51,472.04

7. Construction/Conservation Materials and Labor

Itemize by work elements (for example, “repair roof,” “underpin foundation”). “Lump sum” amounts must be broken into specific work components to be funded by the grant.

Item	Total Cost	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

8. Other

Include items not previously listed.

Item	Total Cost	Federal Grant Funds, Admin	Federal Grant Funds, Program	Match/Cost Share, Admin	Match/Cost Share, Program	Total
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

9. Indirect Charges

Indirect charges must be based on a federally-negotiated indirect cost rate or, if the organization has never previously had a federally-negotiated indirect rate, your organization may choose to use the 10% De Minimis indirect cost rate. The federally-negotiated rate or 10% De Minimis certification must be included in the application.

Type of Indirect Cost Rate	Expiration Date	Base	Percent	Federal Grant Funds, Admin	Match/Cost Share, Admin	Total
NA for State of Vermont ACCD						\$ 0.00

10. Budget Summary

Category	Federal Grant Funds	Match/Cost Share	Total
1. Personnel	\$ 1,381.32	\$ 1,381.32	\$ 2,762.64
2. Fringe Benefits	\$ 818.16	\$ 818.16	\$ 1,636.32
3. Travel	\$ 0.00	\$ 0.00	\$ 0.00
4. Equipment	\$ 0.00	\$ 0.00	\$ 0.00
5. Supplies and Materials	\$ 3,686.00	\$ 443.00	\$ 4,129.00
6. Contractual	\$ 24,114.52	\$ 27,357.52	\$ 51,472.04
7. Construction/Conservation	\$ 0.00	\$ 0.00	\$ 0.00
8. Other	\$ 0.00	\$ 0.00	\$ 0.00
9. Indirect Charges	\$ 0.00	\$ 0.00	\$ 0.00
Administrative Costs	\$ 2,199.48	\$ 2,199.48	\$ 4,398.96
Total Costs	\$ 30,000.00	\$ 30,000.00	\$ 60,000.00

11. Questionnaire

Organization's non-Federal operating budget for the most recently completed fiscal year: Year 21 Budget _____

Do you have policies and procedures in place that meet the financial management standards in [2 CFR 200.302](#)? If yes, please check the box.

If no, what mitigation measures are you proposing or what measures do you already have in place?

Do you have a single audit and when was it submitted to the [Audit Clearinghouse](#)? If yes, please check the box.

If no, do you have another type or audit or annual financial statement?

Can you certify that there is no overlap in Federal Funding in terms of activities, costs, or time commitment of key personnel, including any application that was submitted for funding consideration to any other potential funding source (Federal or non-Federal)? If yes, check the box

If any overlap or duplication does exist, please describe the overlap including when the overlapping or duplicative proposal(s) were submitted, to whom (entity and program), and when funding decisions are expected to be announced.

List any past National Park Service grants your organization has received in the past 5 years, the name of the project, and the location. Please list as well grants your organization has received from State Historic Preservation Offices or Tribal Historic Preservation Offices.

VT SHPO Historic Preservation Fund Grant (2018-2022); Save America's Treasures Justin Morrill Homestead Drainage and Water

What are the sources of the non-federal match? List the secured and unsecured sources and amounts of non-federal match, which can be cash, donated services, or use of equipment.

Secured Match	Unsecured Match
FY24 State of Vermont Vermont Lake Champlain Underwater Historic Preserves Management \$46,000	FY25 State of Vermont Vermont Lake Champlain Underwater Historic Preserves Management \$46,000

Addenda for Maritime Education Grants

Addenda
to
Grant Agreement
P23AP00432 - VERMONT

1. Addendum to Approved Budget

The approved budget to complete the work under this grant is further defined as follows:

Budget Item	Federal Admin	Federal Program	Recipient Share Admin	Recipient Share Program	Total
<i>Personnel</i>	\$ 1,381.32	\$ -	\$ 1,381.32	\$ -	\$ 2,762.64
<i>Fringe Benefits</i>	\$ 818.16	\$ -	\$ 818.16	\$ -	\$ 1,636.32
<i>Travel</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Supplies</i>		\$ 3,686.00		\$ 443.00	\$ 4,129.00
<i>Equipment</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Contractual</i>	\$ -	\$ 24,114.52	\$ -	\$ 27,357.52	\$ 51,472.04
<i>Construction</i>	0	\$ -	\$ -	\$ -	\$ -
<i>Other</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Indirect Costs</i>					\$ -
Total	\$ 2,199.48	\$ 27,800.52	\$ 2,199.48	\$ 27,800.52	\$ 60,000.00

2. Addendum to Article IV - Statement of Work

The Statement of Work is further defined to include work performed in accordance with the National Maritime Heritage Act public law (54 USC 308701-380707). Funded activities provide information about the maritime heritage of the United States. Activities address curation, instruction, and interpretation of maritime heritage collections, traditional maritime skills, historic maritime properties, and maritime history topics. All funded activities must advance maritime heritage through public education for a wide audience on America's maritime heritage in addition to at least one of the following ways:

- Educational activities concerning historic marine resources, including archeological sites
- Facilitate public connection and access to maritime heritage and resources:

Additionally, this funding will be used to:

- a. Operation of an in-house project directly managed by the Vermont State Historic Preservation Office entitled The Maritime Heritage Educational Grant to Document and Record the Canal Boat History of Lake Champlain Project. Operation of the project will partner with the Lake Champlain Maritime Museum (LCMM). LCMM is the official repository for the state's underwater archaeological artifacts and associated archives, and is the only partner capable to complete this education grant as they are the stewards housing the collection. The goals of the in-house project are:
 - i. Adding all canal boat shipwrecks to Vermont's archaeological inventory system
 - ii. Adding nine Vermont Underwater Preserve sites to Vermont's Archaeological Inventory System
 - iii. Submission of a National Register of Historic Places nomination for Providence Island Canal Sloop

- iv. Documentation, rehousing, and digitization of canal boat-related collections in the Museum's care

Additionally, this funding may be used to:

1. Support administrative costs necessary to complete and administer the program. Note that the sum of all administrative costs, whether charged to the federal or matching (recipient) share by the prime grantee or subgrantee(s) **may not** exceed **7.5%** of the total budget.
2. The amount awarded in a fiscal year for all grants and subgrants for projects relating to historic maritime resources owned or operated by a federal government **may not** exceed **40%** of the total amount available for grants and subgrants.

3. Addendum to Article IX – Reports, Outcomes & Deliverables

The Reports, Outcomes, and Deliverables are further defined to include:

1. Draft documents as related to the Statement of Work and *will be submitted before the end of the award in addition to the documentation required by the Notice of Funding Opportunity and Grant Agreement*:
 - a. Evidence of documentation between the Vermont SHPO and the Lake Champlain Museum which will clearly outline the nature of the partnership relationship regarding the administration of the subgrant program.
 - b. Draft documents including text, layout, etc., for any public information releases concerning this award which refer to the Department of the Interior or any bureau or employee, by name or title to include press release posted upon receipt of the grant funding, and public outreach design (to include - but not limited to - identified audience, a clear plan for outreach and dissemination, methods, and release forms) as referenced by 54 USC 308703(d)(1). Drafts to be submitted as an attachment to maritime_grants@nps.gov.
 - c. Submission of model documentation to be used to administer the subgrant program to maritime_grants@nps.gov:
 - i. model subgrant agreement
 - ii. model subgrant application
 - iii. model easement, covenant, or preservation agreement
 - iv. These three model documents must be submitted before subgrant project awards.
 - d. SHPO selected subgrant projects submitted to HPF Online for eligibility review of Section 110, Section 106, Secretary of the Interior Standards and conform with 54 USC 308703(c)(2)(C) and 54 USC 308703(d)(1) per 54 USC 308702(e)(1). Selected projects should be submitted to HPF Online with a confirmation of submission to maritime_grants@nps.gov.
 - e. Publications or products (photographs, workshops, handouts, pamphlets, videotapes, etc.) produced for educational and promotional purposes using this grant (one digital copy) as referenced by 54 USC 308703(d)(1). Elements to be submitted within the Final PPR in GrantSolutions.
 - f. Before and after images of each in-house activity and images documenting the subgrant program will be submitted per 54 USC 308703(c)(2)(C) in HPF Online with confirmation of submission to maritime_grants@nps.gov.
 - g. Confirmation of qualified and competitively selected vendors and contractors for administration of in-house projects in addition to documents related to procurement per 2 CFR 200 Subpart D: eCFR :: 2 CFR Part 200 Subpart D - Procurement Standards. Contracts should be made with an entity with familiarity with the Secretary of the Interior's Standards and any prior historic preservation experience. Confirmation to be submitted to maritime_grants@nps.gov.

2. Complete Interim HPF Online reporting related to the Statement of Work with confirmation of submission email to maritime_grants@nps.gov.
 - a. Sample of progress photographs of all in-house and subgrant activities
 - b. Ensure to update project expenditures and status if needed.
3. Complete Interim GrantSolutions reporting related to the Statement of Work
 - a. Complete submission of Interim Narrative Report (PPR).
 - i. Complete an Interim Reporting Worksheet for each project authorized under the grant. Completed Interim Performance Report fully answer all questions in the outlining of progress in completing the grant objectives and results as listed in the Scope of Work. Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results with added:
 1. Budget revision, if necessary
 2. Time extension, if necessary
 - b. Complete submission of Interim Financial Report (FFR). Complete FFR in GrantSolutions adding the following as an as attachment:
 - i. SF-248A if applicable
4. Complete submission of final HPF Online reporting related to the Statement of Work include with a confirmation of submission email to maritime_grants@nps.gov.
5. Complete submission of final Grantsolutions reporting related to the Statement of Work include:
 - a. Submission of Final Narrative Report (PPR)
 - i. Detailed report containing a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results.
 - b. Submission of Final Financial Report (FFR)
 - ii. Complete and attach the SF-425 corresponding to the activities in the Project Description and are outlined in the Budget Justification Worksheet.
 - iii. Complete and attach the SF-428B *Tangible Personal Property Report Final Report* or SF-428C, *Tangible Personal Property Disposition Request/Report*, if applicable

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Administration of Maritime Heritage Grant P22AS00355	15.925	\$	\$	2,199.48	2,199.48	4,398.96
2. In-house	15.925			27,800.52	27,800.52	55,601.04
3.						
4.						
5. Totals		\$	\$	30,000.00	30,000.00	60,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Administration of Maritime Heritage Grant P22AS00355	In-house			
a. Personnel	\$ 2,762.64	\$	\$	\$	\$ 2,762.64
b. Fringe Benefits	1,636.32				1,636.32
c. Travel					
d. Equipment					
e. Supplies		4,129.00			4,129.00
f. Contractual		51,472.04			51,472.04
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	4,398.96	55,601.04			\$ 60,000.00
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 4,398.96	\$ 55,601.04	\$	\$	\$ 60,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	Administration of Maritime Heritage Grant P22AS00355	\$ 2,199.48	\$	\$	\$ 2,199.48
9.	In-house	27,800.52			27,800.52
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 30,000.00	\$	\$	\$ 30,000.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 30,000.00	\$ 10,000.00	\$ 20,000.00	\$	\$
14. Non-Federal	\$ 30,000.00	15,000.00	15,000.00		
15. TOTAL (sum of lines 13 and 14)	\$ 60,000.00	\$ 25,000.00	\$ 35,000.00	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b) First	(c) Second	(d) Third	(e) Fourth
16.	Administration of Maritime Heritage Grant P22AS00355	\$	\$ 2,199.48	\$	\$
17.	In-house	7,800.52	20,000.00		
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 7,800.52	\$ 22,199.48	\$	\$

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:		22. Indirect Charges:	Vermont ACCD does not use indirect charges
23. Remarks:			