



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: February 1, 2024
Subject: Grant Request – JFO #3181

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

JFO #3181: \$409,960.00 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. Funds will be used for the preservation, repair, and restoration of the Old Constitution House, located in Windsor, Vermont. The first Constitution of Vermont was adopted on this site, then known as Elijah West's Tavern, on July 8, 1777. *[Note: A State match of \$53,714.00 is accomplished within the agency budget through a reduction of a fraction of an existing position base and existing capital bill funds.]*
[Received January 31, 2024]

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by **February 20, 2024**, we will assume that you agree to consider as final the Governor's acceptance of this request.

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: | 2022 Historic Preservation Fund Semiquincentennial-Rehabilitation of the Old Constitution House | | |
| 5. Federal Catalog #: | P23AP01515-00 | | |
| 6. Grant/Donor Name and Address: | US Department of the Interior/National Park Service (STLPG) 1849 C Street NW Mail Stop 7360 Washington, D.C. 20240-0001 | | |
| 7. Grant Period: | From: | 9/1/2023 | To: 8/31/2026 |
| 8. Purpose of Grant: | <p>The Old Constitution House has been open to the public since 1914. In the past 20 years, it was open seasonally from May to October for tours and events. As a result of the pandemic, since March 2020, the building has been closed to the public and VT SHPO staff. The air quality is extremely inadequate, with people unable to remain inside the building for more than ten minutes before experiencing trouble breathing, sneezing, watering eyes, and sore throats. The mold is visible on features of the building such as the stair handrail, doors, window surrounds, baseboards, flooring, and the collections and furniture. There is no boundary to the mold. Cracking plaster and peeling paint are visible throughout. The direct cause is assumed to be poor air quality due to a lack of a proper and up-to-date mechanical system to regulate temperature and humidity. Moisture, air movement between the basement and occupied portions of the building, air leakage, deteriorated window frames, and the outdated mechanical system must be addressed to ensure preservation of the building and its collections. The remediation plan supported by this grant will enable the reopening of this significant state landmark, as well as improve energy efficiency and lower carbon dioxide emissions, while respecting the historic character of the building and its Revolutionary War history.</p> <p>The project includes:</p> <ol style="list-style-type: none"> 1. assessing existing systems and conditions with focus on identifying sources of moisture and other building features that are feeding mold 2. developing and installing mechanical system strategy (including monitors) to provide dehumidification and track mold removal process and specify mold remediation (cleaning, etc.) 3. restoring 35 historic wood windows 4. addressing landscape drainage 5. amending the National Register Nomination 6. Dendrochronology to determine the building's exact date of construction <p>With the remediation plan implemented, work on the exhibits, collections, and deferred maintenance of the building can be addressed; due to July 2023 flooding the mechanical systems will be installed on the first floor in secondary space.</p> <p>The Old Constitution House is the birthplace of Vermont. On July 8, 1777, the first Constitution of the "Free and Independent State of Vermont" was adopted here in what was then Elijah West's tavern. The noteworthy constitution was the first in America to prohibit adult slavery and the first to establish universal suffrage for men without the requirements of property ownership or specific income for voting rights. The Vermont Constitution was also the first to establish a system of public schools. The West tavern was constructed pre-1777 and originally stood on Main Street in the center of Windsor village. Preservation efforts to save the former tavern began in 1901, with the Old Constitution House Association formed in 1911. By 1914, sufficient funds had been raised for the building's relocation and restoration. Lewis Sheldon Newton of Hartford was</p> | | |

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

appointed architect for the project. The Old Constitution House Association maintained the building as a museum and public tearoom until 1961, when ownership of the house and its collections were granted to the State of Vermont.

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

If this project were not funded, Old Constitution House could not open to the public or be maintained by staff. The need is severe and threatening not just to the building and collections, but the health of people entering the museum. Presently, there are no funds readily available to address the mold, moisture/damp, and poor air quality, and Old Constitution House could remain closed indefinitely with the situation most assuredly exacerbating. The effects of having Old Constitution House closed for the past three seasons are clearly apparent in the low visitation and revenue created by tourism and commerce for the program and town. It is inappropriate for VT SHPO to have such a significant site closed.

10. BUDGET INFORMATION

| | SFY 1 FY 24 | SFY 2 FY 25 | SFY 3 FY 26 | Comments |
|-------------------------|----------------|----------------|----------------|---|
| Expenditures: | | | | |
| Personal Services | \$3,394 | \$15,000 | \$2,000 | General fund |
| Operating Expenses | \$198,020 | \$220,000 | \$25,260 | capital bill major maintenance and NPS Grant |
| Grants | \$ | \$ | \$ | |
| Total | \$201,414 | \$235,000 | \$27,260 | |
| Revenues: | | | | |
| State Funds: | \$18,394 | \$15,000 | \$20,320 | capital bill major maintenance and general fund |
| Cash | \$ | \$ | \$ | |
| In-Kind | \$ | \$ | \$ | |
| Federal Funds: | \$183,020 | \$220,000 | \$6,940 | NPS Grant |
| (Direct Costs) | \$ | \$ | \$ | |
| (Statewide Indirect) | \$ | \$ | \$ | |
| (Departmental Indirect) | \$ | \$ | \$ | |
| Other Funds: | \$ | \$ | \$ | |
| Grant (source) | \$ | \$ | \$ | |
| Total | \$201,414 | \$235,000 | \$27,260 | |

| Appropriation No: | 7110010143 | Amount: | \$183,020 |
|-------------------|------------|--------------|-----------|
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | Total | \$183,020 |

PERSONAL SERVICE INFORMATION

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.

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

| | | |
|---|---|---|
| Appointing Authority Name: _____ Agreed by: _____ (initial) | | |
| 12. Limited Service Position Information: | # Positions | Title |
| | | |
| | | |
| | | |
| | | |
| Total Positions | | |
| 12a. Equipment and space for these positions: | | <input type="checkbox"/> Is presently available. <input type="checkbox"/> 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: <i>Laura V. Frieschmann</i> <small>E88B1289163F42E</small> | Date: 11/6/2023 |
| | Title: State Historic Preservation Officer | |
| | Signature: <i>Alex Farrell</i> <small>B8B2D326B52546F</small> | Date: 11/6/2023 |
| | Title: Commissioner, Housing and Community Development | |
| 14. SECRETARY OF ADMINISTRATION | | |
| <input checked="" type="checkbox"/> Approved: | (Secretary or designee signature) <i>Sarah Clark</i> <small>04AB832CD55C438</small> | Date: 11/26/2023 |
| 15. ACTION BY GOVERNOR | | |
| <input checked="" type="checkbox"/> Accepted | (Governor's signature) | Date: 1/26/24 |
| <input type="checkbox"/> Rejected | | |
| 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). | | |

**State of Vermont**

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

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

Agency of Administration

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

| | | | | | |
|---|--|-----------------------------|--|--------------|-----------------|
| Grant Summary: | Site preservation, repair and restoration of the Old Constitution House State Historic Site, to include mold remediation, dehumidification/air quality systems, window restoration, drainage, also dendrochronology and amending the National Register Nomination. | | | | |
| Date: | 12/3/2023 | | | | |
| Department: | ACCD – Housing and Community Development | | | | |
| Legal Title of Grant: | 2022 Historic Preservation Fund Semiquincentennial-Rehabilitation of the Old Constitution House | | | | |
| Federal Catalog #: | P23AP01515-00 | | | | |
| Grant/Donor Name and Address: | US Department of the Interior/National Park Service (STLPG) 1849 C Street NW Mail Stop 7360 Washington, D.C. 20240-0001 | | | | |
| Grant Period: | From: | 9/1/2023 | To: | 8/31/2026 | |
| Grant/Donation | \$428,280 | | | | |
| | SFY 1 | SFY 2 | SFY 3 | Total | Comments |
| Grant Amount: | \$183,020 | \$220,000 | \$6,940 | \$409,960 | |
| Position Information: | # Positions | Explanation/Comments | | | |
| | 0 | | | | |
| Additional Comments: | State match is from a fraction of an existing position in base budget is being used as match, along with existing capital bill funds. No additional state funds are needed for match. | | | | |
| Department of Finance & Management | Adam Greshin | | Digitally signed by Adam Greshin DN: cn=Adam Greshin, o=State of Vermont, ou=Department of Finance & Management, email=agreshin@state.vt.us | | (Initial) |
| Secretary of Administration | Sarah Clark | | Digitally signed by Sarah Clark DN: cn=Sarah Clark, o=State of Vermont, ou=Department of Administration, email=sclark@state.vt.us | | (Initial) |
| Sent To Joint Fiscal Office | | | | | Date |
| | | | | | |



INTEROFFICE MEMORANDUM

TO: SUSANNE R. YOUNG, SECRETARY OF ADMINISTRATION

FROM: LAURA V. TRIESCHMANN, STATE HISTORIC PRESERVATION OFFICER

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

DATE: OCTOBER 30, 2023

CC: ALEX FARRELL, INTERIM COMMISSIONER DHCD
DANIEL DICKERSON, ADMINISTRATIVE SERVICES DIRECTOR ACCD
JAMES DUGGAN, DIRECTOR OF PRESERVATION DHCD

DS
WT

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 14 states granted funding in 2023 by the National Park Service through the Semiquincentennial Grant Program to commemorate the 250th anniversary of the founding of the United States. The grant, entitled *Rehabilitation of the Old Constitution House*, is for \$409,960, which will be matched from the Capital Construction Bill and General Fund appropriations to ACCD. The total project costs are \$463,674.

The Old Constitution House is the birthplace of Vermont. On July 8, 1777, the first Constitution of the “Free and Independent State of Vermont” was adopted here in what was then Elijah West’s tavern. The noteworthy constitution was the first in America to prohibit adult slavery and the first to establish universal suffrage for men without the requirements of property ownership or specific income for voting rights. The Vermont Constitution was also the first to establish a system of public schools. The West tavern was constructed pre-1777 and originally stood on Main Street in the center of Windsor village. Preservation efforts to save the former tavern began in 1901, with the Old Constitution House Association formed in 1911; this is the oldest documented preservation effort in Vermont. By 1914, sufficient funds had been raised for the building’s relocation and restoration. Lewis Sheldon Newton of Hartford was appointed architect for the project. The Old Constitution House Association maintained the building as a museum and public tearoom until 1961, when ownership of the house and its collections were granted to the State of Vermont. It has been open to the public since 1914.

As a result of the pandemic, since March 2020, the building has been closed to the public and VT SHPO staff. The air quality is extremely inadequate, with people unable to remain inside the building for more than ten minutes before experiencing trouble breathing, sneezing, watering eyes, and sore throats. The mold is visible on features of the building such as the stair handrail, doors, window surrounds, baseboards, flooring, and the

collections and furniture. There is no boundary to the mold. Cracking plaster and peeling paint are visible throughout. The direct cause is assumed to be poor air quality due to a lack of a proper and up-to-date mechanical system to regulate temperature and humidity. Moisture, air movement between the basement and occupied portions of the building, air leakage, deteriorated window frames, and the outdated mechanical system must be addressed to ensure preservation of the building and its collections. The remediation plan supported by this grant will enable the reopening of this significant state landmark, as well as improve energy efficiency and lower carbon dioxide emissions, while respecting the historic character of the building and its Revolutionary War history.

The major goal of this project is to upgrade existing air quality systems and remediate mold. The project approach is multi-method: assess existing systems and conditions with focus on identifying sources of moisture and other building features that are feeding mold, develop and install mechanical system strategy to provide dehumidification, track mold removal process and specify mold remediation (cleaning, etc.), restore 35 historic wood windows, address landscape drainage and flooding, and amend the National Register Nomination. Dendrochronology has also been added to the scope of the project, enabling testing of timbers used in the building of the structure to provide a true date of construction. With the remediation plan implemented, work on the exhibits, collections, and deferred maintenance of the building can be addressed. The Old Constitution House is located in a floodplain and was minimally impacted by the July 2023 flooding. All mechanical systems must be relocated to a first-floor 1914 addition space that is secondary to the museum. Resiliency from the flooding is obviously necessary and timely as this project requires the installation of a new dehumidifying and air handling system. If the grant is not accepted, funds from the Capital Construction Bill's Major Maintenance for Historic Sites along with FEMA funds will be used to relocate the mechanicals and ensure better air quality. However, restoration of the windows, amending the National Register nomination, addressing landscape drainage and flooding, and full assessment and remediation of the mold and other factors affecting air quality will be delayed indefinitely. As a result, The Old Constitution House will not be open to the public and will impact the Semiquincentennial commemoration in Vermont of our nation's founding from 2025 to 2027.

Through its many grant programs, the National Park Service has been a devoted stewardship partner to Vermont State Historic Preservation Office and VDHP, providing oversight, direction, funding, and project review. The Semiquincentennial Grant Program was created by Congress in 2020, through the efforts of Senator Patrick Leahy mindful of Vermont's state-owned historic sites, to honor the 250th anniversary of the United States by restoring and preserving sites and structures listed in the National Register of Historic Places that commemorate the founding of the nation. For the purposes of this grant program, the "founding of the nation" is defined as the period ending December 31, 1800. This end date corresponds to the election of 1800, as the peaceful transfer of power following the contested election between John Adams and Thomas Jefferson represents a hallmark of democracy and a pivotal moment in American history. The Old Constitution House is an ideal resource for this grant program. VDHP and the Historic Sites Program administrators welcome this collaboration to properly maintain this iconic resource for the

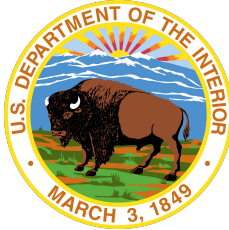
enjoyment and education of our visitors and scholars. We are grateful for this support and thrilled to now be able to address the increasing threats to the Old Constitution House.

National Park Service awarded \$10 million in the second round of funding from the Semiquincentennial Grant Program commemorating the 250th anniversary of the founding of the United States. Created by Congress in 2020 and funded through the Historic Preservation Fund, these grants will support 20 cultural resource preservation projects across 14 states. The inaugural year in 2022 provided \$7 million for 17 cultural resource preservation projects in 12 states. This grant is unique as it targets those properties associated with the founding of our nation that are owned by local and state governments, non-profit organizations, public and non-profit institutions of higher education, and tribes. Moreover, this grant does not require a dollar-for-dollar match. The Semiquincentennial Grants Program is provided by the Historic Preservation Fund, as administered by the National Park Service, Department of Interior. <https://www.nps.gov/subjects/historicpreservationfund/semiquincentennial.htm>

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. We invite you to tour the Old Constitution House when your schedule allows.

| | | | |
|--|--|---|--|
| 1. DATE ISSUED MM/DD/YYYY | | 1a. SUPERSEDES AWARD NOTICE dated | |
| 08/31/2023 | | except that any additions or restrictions previously imposed remain in effect unless specifically rescinded | |
| 2. CFDA NO. | | | |
| 15.904 - Historic Preservation Fund Grants-In-Aid | | | |
| 3. ASSISTANCE TYPE Project Grant | | | |
| 4. GRANT NO. P23AP01515-00 | | 5. TYPE OF AWARD | |
| Originating MCA # | | Other | |
| 4a. FAIN P23AP01515 | | 5a. ACTION TYPE New | |
| 6. PROJECT PERIOD MM/DD/YYYY | | MM/DD/YYYY | |
| From 09/01/2023 | | Through 08/31/2026 | |
| 7. BUDGET PERIOD MM/DD/YYYY | | MM/DD/YYYY | |
| From 09/01/2023 | | Through 08/31/2026 | |
| 8. TITLE OF PROJECT (OR PROGRAM) | | | |
| 2022 HPF Semiquincentennial - Vermont Department of Housing and Community Affairs - Rehabilitation of the Old Constitution House | | | |

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)
 54 USC §302904 Direct grants for the preservation of properties included on National Register

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

10a. GRANTEE AUTHORIZING OFFICIAL
 LAURA TRIESCHMANN
 One National Life Drive, Davis Building, Floor 6
 Montpelier, VT, 05620-0501

10b. FEDERAL PROJECT OFFICER
 Ms. Dara Green
 Main Interior Building National Park Service
 1849 C Street NW
 Washington, DC, 20240
 Phone: 2023542202

ALL AMOUNTS ARE SHOWN IN USD

| | |
|--|---------------|
| 11. APPROVED BUDGET (Excludes Direct Assistance) | |
| I Financial Assistance from the Federal Awarding Agency Only | |
| II Total project costs including grant funds and all other financial participation | II |
| a. Salaries and Wages | \$ 14,779.00 |
| b. Fringe Benefits | \$ 5,615.00 |
| c. Total Personnel Costs | \$ 20,394.00 |
| d. Equipment | \$ 0.00 |
| e. Supplies | \$ 3,000.00 |
| f. Travel | \$ 4,320.00 |
| g. Construction | \$ 313,940.00 |
| h. Other | \$ 1,500.00 |
| i. Contractual | \$ 120,520.00 |
| j. TOTAL DIRECT COSTS | \$ 463,674.00 |
| k. INDIRECT COSTS | \$ 0.00 |
| I. TOTAL APPROVED BUDGET | \$ 463,674.00 |
| m. Federal Share | \$ 409,960.00 |
| n. Non-Federal Share | \$ 53,714.00 |

| | |
|---|---------------|
| 12. AWARD COMPUTATION | |
| a. Amount of Federal Financial Assistance (from item 11m) | \$ 409,960.00 |
| b. Less Unobligated Balance From Prior Budget Periods | \$ 0.00 |
| c. Less Cumulative Prior Award(s) This Budget Period | \$ 0.00 |
| d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION | \$ 409,960.00 |
| 13. Total Federal Funds Awarded to Date for Project Period | \$ 409,960.00 |

14. RECOMMENDED FUTURE SUPPORT
 (Subject to the availability of funds and satisfactory progress of the project):

| YEAR | TOTAL DIRECT COSTS | YEAR | TOTAL DIRECT COSTS |
|------|--------------------|------|--------------------|
| a. 2 | \$ | d. 5 | \$ |
| b. 3 | \$ | e. 6 | \$ |
| c. 4 | \$ | f. 7 | \$ |

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

- a. DEDUCTION
- b. ADDITIONAL COSTS
- c. MATCHING
- d. OTHER RESEARCH (Add / Deduct Option)
- e. OTHER (See REMARKS)

b

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:

- 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.

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.

REMARKS (Other Terms and Conditions Attached - Yes No)

GRANTS MANAGEMENT OFFICIAL:
 Cory Kegerise, Grants Management Officer
 1849 C St NW
 Washington, DC, 20240-0001
 Phone: 2025974189

| | | | | | | |
|------------------------|-----------------------|------------------------------|----------------------------|------------------------|-----------------|--|
| 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 | 0051039964-00010 | \$409,960.00 | 09/01/2023 | 08/31/2026 | 5140 | Rehabilitation of the Old Constitution H |

NOTICE OF AWARD (Continuation Sheet)

| | |
|-------------------------|---------------------------|
| PAGE 2 of 14 | DATE ISSUED 08/31/2023 |
| GRANT NO. P23AP01515-00 | |

| Federal Financial Report Cycle | | | |
|--------------------------------|---------------------------|----------------|---------------------------|
| Reporting Period Start Date | Reporting Period End Date | Reporting Type | Reporting Period Due Date |
| 10/01/2023 | 03/31/2024 | Semi-Annual | 04/30/2024 |
| 04/01/2024 | 09/30/2024 | Semi-Annual | 10/30/2024 |
| 10/01/2024 | 03/31/2025 | Semi-Annual | 04/30/2025 |
| 04/01/2025 | 09/30/2025 | Semi-Annual | 10/30/2025 |
| 10/01/2025 | 03/31/2026 | Semi-Annual | 04/30/2026 |
| 04/01/2026 | 08/31/2026 | Final | 12/29/2026 |

| Performance Progress Report Cycle | | | |
|-----------------------------------|---------------------------|----------------|---------------------------|
| Reporting Period Start Date | Reporting Period End Date | Reporting Type | Reporting Period Due Date |
| 10/01/2023 | 03/31/2024 | Semi-Annual | 04/30/2024 |
| 04/01/2024 | 09/30/2024 | Semi-Annual | 10/30/2024 |
| 10/01/2024 | 03/31/2025 | Semi-Annual | 04/30/2025 |
| 04/01/2025 | 09/30/2025 | Semi-Annual | 10/30/2025 |
| 10/01/2025 | 03/31/2026 | Semi-Annual | 04/30/2026 |
| 04/01/2026 | 08/31/2026 | Final | 12/29/2026 |

REMARKS

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

Articles**1. Legal Authority**

NPS enters into this Agreement pursuant to:

- 54 USC §302904 - Direct grants for the preservation of properties included on National Register
- Consolidated Appropriations Act of 2022, enacted as Public Law 117-103
- 54 USC §3001 *et seq.* - National Historic Preservation Act

2. Performance Goals and Project Objectives

The objective of this Agreement is to provide Historic Preservation Funds (HPF) to a State, Tribe, local government (including Certified Local Governments), institutions of higher education, or nonprofit to complete a project that assists in the preservation of National Register listed, State owned, cultural resources related to the founding of the nation. The program funds a broad range of preservation projects for historic sites including architectural services, historic structure reports, preservation plans, and physical preservation to sites in keeping with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.

NOTICE OF AWARD (Continuation Sheet)

| | |
|-------------------------|---------------------------|
| PAGE 3 of 14 | DATE ISSUED 08/31/2023 |
| GRANT NO. P23AP01515-00 | |

3. Public Purpose

This grant program enables eligible grantees, as stated in the Notice of Funding Opportunity, across the nation to participate in a nationwide historic preservation program and meet the goals of 54 U.S.C. 300101 et seq., commonly known as the National Historic Preservation Act.

4. Statement of Work

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 Historic Preservation Act (NHPA), 54 U.S.C 300101 et. seq., and in the Historic Preservation Grant Fund Manual, as applicable to Tribes.

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.
 2. Perform work in accordance with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* and the National Historic Preservation Act.
 3. Notify NPS of all selected subawards/subgrants. 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. This documentation must be submitted upon request to NPS.
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

Non-Federal cost-share is required for costs incurred under this Agreement if identified in block 11n of the Notice of Award. If pre-award costs are authorized, reimbursement of these costs is limited to 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.

NOTICE OF AWARD (Continuation Sheet)

| | |
|-------------------------|---------------------------|
| PAGE 4 of 14 | DATE ISSUED 08/31/2023 |
| GRANT NO. P23AP01515-00 | |

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 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.

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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 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. 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*;

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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.).

2. 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 low risk with the following requirements:

Requests for payment may be made directly from the ASAP grant account without prior NPS approval after expenses have been incurred, invoiced, and paid. All documentation of expenses must be kept on file for audit purposes and may be requested by the NPS at any time. If payments are drawn down prior to invoice and payment or in amounts larger than costs incurred, the Recipient may be determined medium or high risk and be subject to additional grant terms and conditions.

3. Eligible Costs

Eligible costs under this award are as described in this Notice, 2 CFR 200, and the Historic Preservation Fund Grants Manual (HPF Manual).

For this program eligible costs also include:

1. Projects under the eligible program areas as defined by the National Historic Preservation Act (NHPA);
2. Administrative costs necessary to complete and administer the grant requirements;
3. Rehabilitation of properties;
 1. Eligible properties include historic districts, buildings, sites, structures and objects listed in the National Register of Historic Places at the National tier of significance;
 2. All work must meet the Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation*; and
 3. All projects receiving repair assistance must enter into a preservation agreement/covenant/easement
4. Cost for administering an easement/covenant for the property;
5. Cost for any required audits or financial requests;

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6. Cost for the production of project signs;
7. Costs for public notice of grant opportunities;
8. Costs associated with required training or reporting; and/
9. Any other costs as determined eligible by the NPS in accordance with the OMB circulars, NPS policies, and the Historic Preservation Fund Grants Manual.

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. Consultants & Contractors

Consultant/contractor(s) must have the requisite experience and training in historic preservation or relevant field to oversee the project work. All consultants and contractors must be competitively selected and documentation of this selection must be maintained by the grantee and be made readily available for examination by the NPS. Federal contracting and procurement guidance can be found in 2 CFR 200.318. Maximum rates charged to this grant may not exceed 120% of a Federal Civil Service GS-15, step 10 salary per project location. Current regional salary tables can be found on the Office of Personnel and Management website: <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>.

6. 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.

HPF 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 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 Semiquincentennial grant from the Historic Preservation Fund 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 HPF approved signage format that can be provided upon request. Any other use of the logo is prohibited.

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

7. Publicity & Press Releases

Press releases about this project must acknowledge the grant assistance provided by the Historic Preservation Fund 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 Historic Preservation Fund (HPF) administered by the National Park Service.

8. Funding Acknowledgement

The grantee must include acknowledgment of grant support from the Historic Preservation Fund 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 Historic Preservation Fund, administered by the National Park Service, Department of the Interior under Grant Number [insert grant number, block 4a of this Notice of Award's coversheet]. 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 digital copies must follow the file naming convention described in the attached Digital Product Submission Guidelines. Refer to the attached guidance document for instructions on creating, naming and submitting digital copies of deliverables/publications.
3. All consultants hired by the grantee must be informed of this requirement.
4. Grantees, subgrantees, contractors may not use the NPS Arrowhead in any form without written permission.

9. Copyright

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/publication 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.

10. Easement/Covenant Requirement

Section 54 USC 302902 of the National Historic Preservation Act requires Historic Preservation

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Fund grantees agree to assume, after the completion of the project, the total cost of continued maintenance, repair and administration of the grant-assisted property in a manner satisfactory to the Secretary of the Interior. Accordingly, recipients awarded funds for the physical preservation of a historic site shall sign a preservation agreement/covenant/easement (easement) with the State or Tribal Historic Preservation Officer in which the site is located or with a nonprofit preservation organization acceptable to the NPS. For competitive (project) grants, a draft copy of the preservation covenant/easement template must be submitted to the NPS ATR within one year of grant agreement execution for review and comment.

All preservation easements must be executed by registering it with the deed of the property. Baseline documentation of the character defining features of the site must be documented prior to construction through photographs. The preservation easement must document the grant assisted condition of the site and the historic character defining features as part of the document registered with the deed.

The term of the preservation easement is dependent on the amount of assistance the historic property receives from this opportunity:

1. If the historic property is not currently protected by a preservation easement, a preservation easement must be executed for the term as given in the table below per the amount of funding awarded.
2. If the historic property is currently subject to a preservation easement that meets the minimum federal preservation requirements, an extension must be executed for an additional duration to meet the requirements of the new funding awarded. Required term is identified in the table below. For example, if a property had 10 years remaining on a previous 20-year easement, and receives \$300,000 in HPF funding, an amendment to add 15 years would be required.
3. If the historic property is currently protected by a perpetual or other preservation easement that meets or exceeds the requirements of this grant program as determined by the NPS, no additional duration or restrictions are necessary.

| Amount of Federal Assistance Awarded | Covenant/Easement Term Requirement |
|--------------------------------------|--|
| \$1-\$50,000 | 5-year minimum preservation agreement; a covenant/easement amending the deed is not required |
| \$50,001 - \$250,000 | 10-year minimum preservation covenant/easement |
| \$250,001 - \$500,000 | 15-year minimum preservation covenant/easement |
| \$500,001 - \$750,000 | 20-year minimum preservation covenant/easement |

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\$750,001+

25-year minimum preservation covenant/easement

11. 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.

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*, Historic Preservation Fund Grant Manual, 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 Historic Preservation Fund, 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.

12. 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.

13. 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

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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.

14. Requirement for NEPA Compliance

All HPF 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 HPF 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 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.

15. 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.

16. 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.

17. NAGPRA Costs Are Unallowable

Cost related to Native American Graves Protection and Repatriation Act (NAGPRA) activities are unallowable under this agreement. Funds for NAGPRA activities are available through the NPS National NAGPRA Program.

18. GIS Spatial Data Transfer Standards

All GIS data collected with HPF 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:

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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 HPF funds, as applicable.

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

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

HPF 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 HPF 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.

20. 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, OMB regulations in 2 CFR 200, and the Historic Preservation Fund Grant Manual.

The Grantee must publicly announce the availability of HPF 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*;

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9. An explanation that all subgrants must follow OMB regulations in 2 CFR 200, and the Historic Preservation Fund Grant Manual;

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);
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.

21. 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.

22. Demonstration of Effort – Performance Goals

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

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

23. 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.

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

Non-Federal entities receiving financial assistance through the Historic Preservation Fund 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 applicable to this award as identified in block 2 on the first page of this agreement document.

25. 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, 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.

AWARD ATTACHMENTS

HOUSING AND COMMUNITY AFFAIRS, VERMONT DEPT OF

P23AP01515-00

1. Environmental Certification
2. Product Submission Guidelines
3. Addenda
4. Project Abstract



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 HPF 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**

A handwritten signature in blue ink that reads "Megan J. Brown". The signature is written in a cursive style and is positioned above a horizontal line.

Megan J. Brown
Chief State, Tribal, Local, Plans & Grants
National Park Service

[effective as of Date Issued]
(block 1, page 1)

Digital Product Submission Guidelines

The National Park Service’s (NPS) State, Tribal, Local Plans & Grants (STLPG) Division developed these guidelines to outline the digital product submission process for grant recipients. These guidelines specify the types of products that should be submitted, supply guidance on the file names and formats grant recipients should use, and define how submissions should be made.

Products submitted digitally may be uploaded and shared with the general public through the [Integrated Resource Management Application \(IRMA\)](#), the NPS’s digital repository system. The see grant products that have already been uploaded, use the above link, choose Historic Preservation Fund (HPF) under “Select a Park, Office, Program or Region” and selected a category of featured context.

What to submit:

- Provide one digital copy of each deliverable or publication under your grant agreement. Refer to the Reports, Outputs, & Outcomes article to find the deliverables and publications specified in your grant agreement.
- Deliverables and publications include, but are not limited to, the following materials:

| SUBMIT | DO NOT SUBMIT |
|--|--|
| <p>Reports, plans and guidelines (including historic structure reports, design guidelines, economic impact studies, treatment reports, historic context statements, preservation plans)</p> <p>Substantive event materials (including programs, proceedings, handouts, photographs)</p> <p>Professionally produced content (including books, documentaries, oral histories, presentations and PSAs)</p> <p>Interpretive products (including books, brochures, posters, interpretive tours, coloring books or other youth-focused products, lesson plans)</p> <p>Online content (including websites, story maps, and other web-based projects)</p> | <p>Digital copies saved on CD/DVD-Rs or flash drives (unless arrangements have been made with your grant administrator)</p> <p>Confidential/restricted reports that cannot be viewed by the general public (including archeological reports, architectural reports on federal buildings or restricted sites)</p> <p>Other documentation not intended for the general public (including survey forms, financial records, correspondence)</p> <p>Ephemeral products unlikely to be of future value to the general public (including flyers, postcards, invitations, meeting minutes)</p> |

- **Final grant products may be made available to the general public and should, by default, feature the NPS disclaimer.** Printed products must feature a printed disclaimer when feasible. Audio products must include a spoken version of the disclaimer. Video products must include the disclaimer as an on-screen graphic. A disclaimer is not required when it would be unreasonable to do so, such as on size-restrictive publications like postcards or flyers.

"This material was produced with assistance from the Historic Preservation Fund, administered by the National Park Service, Department of the Interior. 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."

- For additional questions about the required disclaimer, consult with your grant manager.

Naming files for submission:

- Name each file you will be submitting using the following naming convention:
[Grant Program]_[Fiscal Year]_[Grantee's State Abbreviation]_[Legal Name of Grantee or Subgrantee]_[Grant Number]_[Short File Description]
- Do not use spaces or special characters (#, %, &, ?) in the file name.
- For "Short File Description," write a brief (less than 50 characters), unique description that would help someone easily and quickly identify the file.
- If files are part of a series, append the number 001, 002, etc. to the end of the description.
Ex: Audio files from a FY2018 grants by the DC State Historic Preservation Office
SHPO_18_DC_GranteeHistoricDistrict_P17AF00001_JohnDoeInterview001.mp3
SHPO_18_DC_GranteeHistoricDistrict_P17AF00001_JohnDoeInterview002.mp3
- Use the appropriate abbreviation for your grant program in the file name:

| Grant Program | Abbreviation |
|---|----------------------------|
| African American Civil Rights | <i>AACR</i> |
| Hurricanes Florence & Michael and Typhoon Yutu Recovery | <i>FYM</i> |
| Hurricanes Harvey, Irma, & Maria Recovery | <i>HIM</i> <i>HBCU</i> |
| Historically Black Colleges & Universities | <i>HPF</i> <i>PBHRG</i> |
| Historic Preservation Fund | <i>SAT</i> |
| Paul Bruhn Historic Revitalization Grants | <i>SEMI</i> <i>SHPO</i> |
| Save America's Treasures | <i>THG</i> |
| Semiquincentennial | <i>THPO</i> |
| State Historic Preservation Office | <i>URC</i> |
| Tribal Heritage Grants | |
| Tribal Historic Preservation Office | |
| Underrepresented Communities | |

Required file formats and resolution standards:

- *Reports and publications*: PDF files created at 300 ppi (pixels per inch) minimum and 100% of the original document size. Convert authoring formats to PDFs (for example, saving Word or InDesign files as PDFs). When born-digital is not available, provide high resolution scans of printed materials as PDFs. Preference is for PDF/A-1 or PDF/A-2 format over standard PDF.
- *Photos*: JPEG or TIFF files saved at a minimum resolution of 3000 x 2000 pixels (or 6 megapixels).
 - **When submitting photographs, include captions, photo credit, and a signed release form (if needed).** [Photo release forms are available on the STLPG website.](#)
 - **Development (construction) grants must submit photographs of all work completed under the grant, including at least three views of the overall structure and all elements of the scope of work.** Refer to the [NPS Documenting Historic Places on Film guidelines](#) for more information on photographing a variety of historic environments and buildings.
- *Videos*: MP4 files saved at a resolution of 1280 by 720 pixels. All videos produced with HPF funding should include closed captioning. When reasonable, provide transcripts of videos as Word documents.
- *Audio*: Uncompressed WAV files. When reasonable, provide transcripts of audio files as Word documents.
- For more information about formatting deliverables, consult the [National Archives' Tables of File Formats.](#)

Creating an index file for your submission:

- Include this information in the index file for each product that is being submitted:
 - Grant Number
 - Subgrant Number (if applicable)
 - Title of Product
 - Filename
 - Product Creator(s) (give full names and their roles include up to 5 names or organizations)
 - Date Completed
 - Extent (number of pages, photographs, or length of audio/video files; use when applicable)
 - Description (up to 200 words)
- Save the index file as a Microsoft Word document using the following naming convention:
 - [Grant Program]_[Fiscal Year]_[Grantee's State Abbreviation]_[Legal Name of Grantee or Subgrantee]_[Grant Number]_Index.docx**
 - Ex. SHPO_18_DC_GranteeHistoricDistrict_P17AF00001_Index.docx*
- Only submit one index per submission, including all of the products in that submission

Submitting Your Files:

1. Email stlpg@nps.gov to ask to be added to your grant folder.
2. You will receive an e-mail from the Records Management Assistant's e-mail account with the subject '[RM Assistant Name] shared the folder "[Grant Name]" with you'. Click 'Open' in the e-mail.
3. You will be sent to a page asking you to Request Verification Code. Click 'Send Code.'
4. A second e-mail from no-reply@sharepointonline.com with the subject 'Code [Eight digit number] is your Microsoft SharePoint verification code.'
 - a. Copy the code from the e-mail and paste into the box on the 'Enter Verification Code' page that appeared after you requested a code be sent to you.
5. Click the 'Upload' button at the top of the page.
 - a. It will give you the option to either upload file(s) or a folder.
6. In the new window, click on the file you wish to upload and then 'Open'. The file should now appear on the page.
7. E-mail the stlpg@nps.gov account to notify them that the files have been submitted using the template provided in your welcome e-mail. Unlike the previous system, there is no notification given when a file is uploaded and your files will not be considered submitted until this email is received.

Reviewing submitted files:

- When NPS receives the files, we will review your submitted products for compliance with the HPF grants manual, the Secretary of the Interior's Standards of Archeology and Historic Preservation, and any other relevant requirements.
- If there are issues with the submitted files or grants products, your grant manager will contact you and may ask for corrections and resubmission if necessary.
- NPS will also determine whether the submitted products are suitable for sharing with the general public through the [Integrated Resource Management Application \(IRMA\)](#), the NPS's digital repository system. If so, we will upload the files there and make them publicly available.

**Addenda
to
Grant Agreement
P23AP01515**

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> | | | \$ 14,779.00 | | \$ 14,779.00 |
| <i>Fringe Benefits</i> | | | \$ 5,615.00 | | \$ 5,615.00 |
| <i>Travel</i> | | | | \$ 4,320.00 | \$ 4,320.00 |
| <i>Supplies</i> | | | | \$ 3,000.00 | \$ 3,000.00 |
| <i>Equipment</i> | | | | | \$ - |
| <i>Contractual</i> | | \$ 96,020.00 | | \$ 24,500.00 | \$ 120,520.00 |
| <i>Construction</i> | | \$ 313,940.00 | | | \$ 313,940.00 |
| <i>Other</i> | | | | \$ 1,500.00 | \$ 1,500.00 |
| <i>Indirect Costs</i> | | | | | \$ - |
| Total | \$ - | \$ 409,960.00 | \$ 20,394.00 | \$ 33,320.00 | \$ 463,674.00 |

2. Addendum to Article VI - Statement of Work

The Statement of Work is further defined to include:

1. Rehabilitation of the Old Constitution House located at 16 North Main Street, Windsor Vermont 05089, per the Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation*, to include:
 - i. Architectural, engineering, and project management services
 - ii. Archaeological monitoring in areas of ground disturbance
 - iii. Mold remediation
 - iv. Restoration of historic wood windows and install new storm windows.
 - v. Repair and replace roof, gutter, downspouts, and grade for drainage.
 - vi. Upgrade mechanical systems.
2. NPS review and approval of all work undertaken on the resource during the period of performance, including activities funded by non-Federal sources, is required prior to commencement of said work. This include the design, materials, and methods to be utilized.

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

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

1. Draft documents to be submitted digitally and reviewed as related to the Statement of Work:

- i. 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 (see Department of the Interior Standard Terms and Conditions)
 - ii. Draft press release posted upon receipt of the grant funding (see Requirement for Project Sign & Public Notification)
 - iii. Draft project sign (see Requirement for Project Sign & Public Notification)
 - iv. Selected consultant qualifications (prior to signing contract)
 - v. NEPA Environmental Screening Worksheet (see Requirement for NEPA Compliance)
go.nps.gov/HPF-NEPA
 - vi. Draft architectural and engineering plans and specifications at 75% when complete to initiate Section 106 and 110 Review and Consultation (See Compliance with Section 106 and Compliance with Section 110)
 - vii. Final architectural and engineering plans and specifications at 100% when complete for NPS/SHPO/THPO approval and final grant records
 - viii. Draft preservation easement/agreement (see Easement/Covenant Requirement)
2. The Final Report must be submitted digitally and include:
- i. SF-245 Federal Financial Report
 - ii. Final project deliverables:
 1. Final Report Worksheet
 2. Before and after images of the project
 3. Copy of the executed covenant or easement
 4. Photo of the installed required project sign
 5. Archaeological monitoring report
 6. Publications or products (workshops, handouts, pamphlets, videotapes, etc.) produced using this grant (one digital copy), if applicable

Project Abstract

Grantee Name: HOUSING AND COMMUNITY AFFAIRS, VERMONT DEPT OF
Grant Number: P23AP01515-00
Project Title: 2022 HPF Semiquincentennial - Vermont Department of Housing and Community Affairs - Rehabilitation of the Old Constitution House
Project Period: 09/01/2023 - 08/31/2026

Vermont - State of Vermont Division for Historic Preservation 15.904 Historic Preservation Fund Grants-In-Aid [Semiquincentennial] SAM.gov Historic Preservation Fund Grants-In-Aid assist in the identification, evaluation, and protection of historic properties by such means as education, survey, planning, technical assistance, preservation, documentation, and financial incentives like grants and tax credits available for historic properties. Opportunity P22AS00403 – The Semiquincentennial Grant Program supports the physical preservation of a broad variety of cultural resources associated with the founding of America as a nation in commemoration of the country's semiquincentennial (250th anniversary). Beneficiaries include States, Tribes, local governments, and nonprofits as related to state-owned properties. These Grants fund physical preservation for National Register listed, State owned, cultural resources related to the founding of the nation. This project is awarded to the State of Vermont Division for Historic Preservation to support the planning and installation of mechanical systems for temperature and humidity control, mold remediation, and the restoration of windows and drainage at the historic site of the Old Constitution House.

| Application for Federal Assistance SF-424 | | |
|--|--|--|
| * 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision | * If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/> |
| * 3. Date Received: <input type="text" value="12/06/2022"/> | 4. Applicant Identifier: <input type="text" value="Vermont SHPO"/> | |
| 5a. Federal Entity Identifier: <input type="text"/> | 5b. Federal Award Identifier: <input type="text"/> | |
| State Use Only: | | |
| 6. Date Received by State: <input type="text"/> | 7. State Application Identifier: <input type="text" value="Vermont"/> | |
| 8. APPLICANT INFORMATION: | | |
| * a. Legal Name: <input type="text" value="State of Vermont Division for Historic Preservation"/> | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="03-6000274"/> | * c. UEI: <input type="text" value="EL6KNH773XS7"/> | |
| d. Address: | | |
| * Street1: | <input type="text" value="1 National Life Drive"/> | |
| Street2: | <input type="text" value="Davis Building, 6th floor"/> | |
| * City: | <input type="text" value="Montpelier"/> | |
| County/Parish: | <input type="text" value="Washington"/> | |
| * State: | <input type="text" value="VT: Vermont"/> | |
| Province: | <input type="text"/> | |
| * Country: | <input type="text" value="USA: UNITED STATES"/> | |
| * Zip / Postal Code: | <input type="text" value="05620-0501"/> | |
| e. Organizational Unit: | | |
| Department Name: <input type="text" value="Housing and Community Develop."/> | Division Name: <input type="text" value="Historic Preservation"/> | |
| f. Name and contact information of person to be contacted on matters involving this application: | | |
| Prefix: <input type="text" value="Ms."/> | * First Name: <input type="text" value="Laura"/> | |
| Middle Name: <input type="text" value="Virginia"/> | | |
| * Last Name: <input type="text" value="Trieschmann"/> | | |
| Suffix: <input type="text"/> | | |
| Title: <input type="text" value="State Historic Preservation Officer"/> | | |
| Organizational Affiliation: <input type="text" value="State of Vermont Division for Historic Preservation"/> | | |
| * Telephone Number: <input type="text" value="8025053579"/> | Fax Number: <input type="text"/> | |
| * Email: <input type="text" value="laura.trieschmann@vermont.gov"/> | | |

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

National Park Service

11. Catalog of Federal Domestic Assistance Number:

15.904

CFDA Title:

Historic Preservation Fund Grants-In-Aid

*** 12. Funding Opportunity Number:**

P22AS00403

* Title:

FY2022 Historic Preservation Fund - Semiquincentennial Grants

13. Competition Identification Number:

P22AS00403

Title:

FY2022 Historic Preservation Fund - Semiquincentennial Grants

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Environmental Stabilization of Old Constitution House

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

| | |
|---------------------|---|
| * a. Federal | <input type="text" value="409,960.00"/> |
| * b. Applicant | <input type="text" value="53,714.04"/> |
| * c. State | <input type="text" value="0.00"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="0.00"/> |
| * f. Program Income | <input type="text" value="0.00"/> |
| * g. TOTAL | <input type="text" value="463,674.04"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?** a. This application was made available to the State under the Executive Order 12372 Process for review on b. Program is subject to E.O. 12372 but has not been selected by the State for review. c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)** Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

 ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

Budget Justification Worksheet

Historic Preservation Fund 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 plus any indirect costs charged to the grant may not exceed 25% 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. Maximum hourly wages charged to this grant for personnel and consultants may not exceed 120% of the salary of a Federal Civil Service GS-15, Step 10. Current salary tables are available at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>.

| 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 |
|--|-----------|---------------|------------|----------------------------|------------------------------|-------------------------|---------------------------|--------------|
| Director of Preservation ~ James Duggan | 10 | \$39.38 hr | 11 | | | \$ 8,191.04 | | \$ 8,191.04 |
| Regional Sites Administrator ~ Rejoice Scherry | 10 | \$31.67 hr | 1 | | | \$ 6,587.36 | | \$ 6,587.36 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | \$ 0.00 | \$ 0.00 | \$ 14,778.40 | \$ 0.00 | \$ 14,778.40 |

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 |
|---|--------|----------------|----------------------------|------------------------------|-------------------------|---------------------------|-------------|
| Director of Preservation ~ James Duggan (80% of salary) | 0.38 | \$8191.04 | | | \$ 3,112.58 | | \$ 3,112.58 |
| Regional Sites Administrator ~ Rejoice Scherry (100% of salary) | 0.38 | \$6587.36 | | | \$ 2,503.06 | | \$ 2,503.06 |
| | | | | | | | \$ 0.00 |
| | | | | | | | \$ 0.00 |
| | | | | | | | \$ 0.00 |
| | | | | | | | \$ 0.00 |
| | | | | | | | \$ 0.00 |
| | | | | | | | \$ 0.00 |
| | | | | | | | \$ 0.00 |
| | | | \$ 0.00 | \$ 0.00 | \$ 5,615.64 | \$ 0.00 | \$ 5,615.64 |

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 |
|--------------------|---------------|-------------|----------------------|---------------------------------|----------------------------|------------------------------|-------------------------|---------------------------|-------------|
| Montpelier/Windsor | 1 | 36 | | 3024 | | | \$ 3,024.00 | | \$ 3,024.00 |
| Plymouth/Windsor | 1 | 36 | | 1296 | | | \$ 1,296.00 | | \$ 1,296.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | | | | | \$ 0.00 |
| | | | | | \$ 0.00 | \$ 0.00 | \$ 4,320.00 | \$ 0.00 | \$ 4,320.00 |

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 |
|--|------------|----------------------------|------------------------------|-------------------------|---------------------------|---------------|
| 5@ Air-source heat pumps | \$ 60,000 | | \$ 60,000.00 | | | \$ 60,000.00 |
| Dehumidification system | \$12,000 | | \$ 12,000.00 | | | \$ 12,000.00 |
| Mechanical system controls with remote operation and monitoring capability | \$15,000 | | \$ 15,000.00 | | | \$ 15,000.00 |
| Storm Window package | \$ 15,000 | | \$ 15,000.00 | | | \$ 15,000.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | \$ 0.00 | \$ 102,000.00 | \$ 0.00 | \$ 0.00 | \$ 102,000.00 |

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 |
|--------------|------------|----------------------------|------------------------------|-------------------------|---------------------------|-------------|
| Project sign | \$3,000.00 | | | \$ 3,000.00 | | \$ 3,000.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | \$ 0.00 | \$ 0.00 | \$ 3,000.00 | \$ 0.00 | \$ 3,000.00 |

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. Maximum hourly wages charged to this grant for consultants may not exceed 120% of the salary of a Federal Civil Service GS-15, Step 10. Current salary tables are available at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>.

| 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 |
|---|-----------|------------|-----------|----------------------------|------------------------------|-------------------------|---------------------------|---------------|
| Lead Engineer | \$ 48,525 | | | | \$ 48,525.00 | | | \$ 48,525.00 |
| Architectural Historian (NR & Standards/S106) | \$ 25,000 | | | | \$ 25,000.00 | | | \$ 25,000.00 |
| Mechanical Commissioning Agent | \$22,495 | | | | \$ 22,495.00 | | | \$ 22,495.00 |
| Energy Solutions ~ Andrew Shapiro | \$24,500 | | | | | | \$ 24,500.00 | \$ 24,500.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | | | | | \$ 0.00 |
| | | | | \$ 0.00 | \$ 96,020.00 | \$ 0.00 | \$ 24,500.00 | \$ 120,520.00 |

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 |
|--|------------|----------------------------|------------------------------|-------------------------|---------------------------|---------------|
| Mold Remediation Contractor | \$ 47,500 | | \$ 47,500.00 | | | \$ 47,500.00 |
| Air Leakage Control Contractor | \$ 17,550 | | \$ 17,550.00 | | | \$ 17,550.00 |
| Mechanical Contractor | \$ 43,050 | | \$ 43,050.00 | | | \$ 43,050.00 |
| Window Restoration | \$ 27,350 | | \$ 27,350.00 | | | \$ 27,350.00 |
| Storm Windows | \$ 15,000 | | \$ 15,000.00 | | | \$ 15,000.00 |
| Roofing/Gutter/Downspouts and rainwater mgmt | \$ 7,700 | | \$ 7,700.00 | | | \$ 7,700.00 |
| Landscaping/exterior grading for drainage | \$ 23,790 | | \$ 23,790.00 | | | \$ 23,790.00 |
| Mechanical system ground pads/Equipment base and screening | \$15,000 | | \$ 15,000.00 | | | \$ 15,000.00 |
| Demolition of existing obsolete systems | \$15,000 | | \$ 15,000.00 | | | \$ 15,000.00 |
| | | \$ 0.00 | \$ 211,940.00 | \$ 0.00 | \$ 0.00 | \$ 211,940.00 |

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 |
|--------------------------|------------|----------------------------|------------------------------|-------------------------|---------------------------|-------------|
| Public Notice of Project | \$1,000.00 | | | | \$ 1,000.00 | \$ 1,000.00 |
| Permitting | | | | | \$ 500.00 | \$ 500.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | | | | | \$ 0.00 |
| | | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,500.00 | \$ 1,500.00 |

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 |
|----------------------------|-----------------|------|---------|----------------------------|-------------------------|---------|
| | | | | | | \$ 0.00 |

10. Budget Summary

| Category | Federal Grant Funds | Match/Cost Share | Total |
|------------------------------|----------------------|---------------------|----------------------|
| 1. Personnel | \$ 0.00 | \$ 14,778.40 | \$ 14,778.40 |
| 2. Fringe Benefits | \$ 0.00 | \$ 5,615.64 | \$ 5,615.64 |
| 3. Travel | \$ 0.00 | \$ 4,320.00 | \$ 4,320.00 |
| 4. Equipment | \$ 102,000.00 | \$ 0.00 | \$ 102,000.00 |
| 5. Supplies and Materials | \$ 0.00 | \$ 3,000.00 | \$ 3,000.00 |
| 6. Contractual | \$ 96,020.00 | \$ 24,500.00 | \$ 120,520.00 |
| 7. Construction/Conservation | \$ 211,940.00 | \$ 0.00 | \$ 211,940.00 |
| 8. Other | \$ 0.00 | \$ 1,500.00 | \$ 1,500.00 |
| 9. Indirect Charges | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Administrative Costs | \$ 0.00 | \$ 27,714.04 | \$ 27,714.04 |
| Total Costs | \$ 409,960.00 | \$ 53,714.04 | \$ 463,674.04 |

11. Questionnaire

Organization's non-Federal operating budget for the most recently completed fiscal year: **Year** 2021 **Budget** 21

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 HPF 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.

1. 2022: Vermont SHPO FY22 (P22AF00756) \$661,893. 2. 2021: Vermont SHPO HPF FY21 (P21AF10699) \$645,546; Save Ame

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 |
|---------------|-----------------|
| | |

Project Description Worksheet

The Merit Review Criteria and detailed instructions for this worksheet are provided in the application instructions, also known as the Notice of Funding Opportunity (NOFO), found in the Related Documents tab of the Grants.gov grant opportunity. The Merit Review Criteria are in **Section E1. Criteria**, and the detailed instructions are in **Section D2. Content and Form of Application Submission**.

1. Historic Resource (Site or Collection) Name:

Old Constitution House State Historic Site

2. Historic Resource Address:

Street Line 1 16 North Main Street

Street Line 2

City Windsor

State Vermont

County Windsor

Zip Code or Postal Code: 05089

3. Does the Applicant own the historic resource? Yes No

4. Type of Applicant:

States, Territories, Freely Associated States

5. Grant Program applying for:

Semiquincentennial

6. Type of Project:

Physical Preservation

7. Federal Share Requested: \$ 409,960.00

Applicant Share to Commit: \$ 53,714.04

Total: \$ 463,674.04

8. National Register Information System Number (NRIS), if applicable:

71000075

9. Applicant has received a previous Save America's Treasures grant:

Yes No

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Criterion 1 Response Limit 6,000 characters (including spaces)

The Old Constitution House is the birthplace of Vermont. On July 8, 1777, the first Constitution of the “Free and Independent State of Vermont” was adopted here in what was then Elijah West's tavern. The state-owned historic site features period rooms that reflect the building's significant history as an early tavern, complete with the tap room where men gathered to drink, socialize, and discuss issues and events of the day - it is said that more politics occurred in the tavern than at town meetings. It was recounted as the first hotel erected in Windsor.

The land that would become Vermont was claimed by British Royal governors of New Hampshire and New York. In 1764, King George III ruled that New York had jurisdiction of the area, despite most of the settlement having occurred through New Hampshire-issued grants. Settlers faced continuing competing claims and demands for taxes from both New Hampshire and New York. The conflict prompted Ethan Allen and the Green Mountain Boys to form a militia against the New York colony. In January 1777, representatives of the grants met in convention at Westminster to declare independence from all external forces and adopt the name “New Connecticut.” Seventy-two delegates reconvened on June 4, 1777, in Windsor, where the name was changed to “Vermont” and framing of a constitution for an independent republic began. The delegates met again on July 2, at Elijah West's tavern (known as Old Constitution House by 1848), to review the draft of the new constitution. The noteworthy constitution was the first in America to prohibit adult slavery and the first to establish universal suffrage for men without the requirements of property ownership or specific income for voting rights. The document was also the first to establish a system of public schools. With news of the British advance panicking the delegates, who remained at West's Tavern due to a violent thunderstorm, the Vermont Constitution was completed and signed on July 8, 1777. The Republic of Vermont continued for fourteen years, until Vermont joined the union in 1791 as the first state admitted after the thirteen colonies.

Elijah West's tavern was constructed prior to the historic events of 1777, standing originally on Main Street in the center of Windsor village. The building continued its original purpose as a gathering place and tavern until 1848, when “the old Constitution House” was rehabilitated for retail merchandising. Calls for demolition of the former tavern in 1866 to allow for construction of “a new and elegant block” resulted in remembrances of the building's history in the local newspapers and its purchase in September 1869 by L.C. Fay and Sons. The ell of the building, containing a hall measuring 33 by 19 feet with seating along either side, was razed and the main block, to preserve history, moved further back from Main Street along Depot Street and converted into tenements. This extant portion of the building contained the south parlor, measuring 18 by 17 feet, where the Vermont Constitution was adopted. The former tavern served as a warehouse with harness shop, cobbler, and tin-ware factory during the last decades of the 19th century. Preservation efforts to save the building began in earnest in 1901 with the formation of the Old Constitution House Association (founded 1911). The Fay family granted the association title to just the building, while the family of U.S. Senator William M. Evarts of New York donated land for the third and final location at 16 North Main Street. By 1914, sufficient funds had been raised for the building's relocation and restoration based on plans by prominent Vermont architect Louis Sheldon Newton. The Old Constitution House Association operated the former tavern as a museum with tearoom until 1961, at which time ownership of the building and its collections were granted to Vermont's Division for Historic Preservation (then known as the Board of Historic Sites; now VT SHPO).

Recognized for the state significance, Old Constitution House (NR #71000075) was listed in the National Register of Historic Places on March 11, 1971, for its significant association with the creation of the Vermont Constitution on July 8, 1777 (politics/government) and its modest presentation of the Georgian style augmented by the Colonial Revival because of its preservation in 1914 (architecture). As part of the Semiquincentennial, and this project, the rather concise National Register nomination shall be updated to properly explore the events of July 1777 and the effects of the Constitution prepared and

Criterion 2 Response Limit 6,000 characters (including spaces)

Old Constitution House has been opened to the public since 1914. In the past 20 years, it was open seasonally from May to October for tours and events. As a result of the pandemic, since March 2020, the building has been closed to the public and VT SHPO staff. Other historic sites stewarded by VT SHPO remained open during the pandemic or are scheduled to reopen for the 2023 season, but that list does not yet include Old Constitution House. The air quality is extremely inadequate, with people unable to remain inside the building for more than ten minutes before experiencing trouble breathing, sneezing, watering eyes, and sore throats. The mold is visible on features of the building such as the stair handrail, doors, window surrounds, baseboards, flooring, and the collections and furniture. There is no boundary to the mold. Cracking plaster and peeling paint are visible throughout. The direct cause is assumed to be poor air quality due to a lack of a proper and up-to-date mechanical system to regulate temperature and humidity. Moisture, air movement between the basement and occupied portions of the building, air leakage, deteriorated window frames, and the outdated mechanical system must be addressed to ensure preservation of the building and its collections. The remediation plan proposed will enable the reopening of this significant state landmark, as well as improve energy efficiency and lower carbon dioxide emissions, while respecting the historic character of the building and its Revolutionary War history. This project shall ensure Old Constitution House will be thoughtfully preserved for future generations, and most assuredly shall be a healthy environment in which to learn and explore about the founding of Vermont and America. With the remediation plan implemented, work on the exhibits, collections, and deferred maintenance of the building can be addressed. The outdated 1971 National Register nomination will be updated as part of this project; the same qualified professional consultant shall review the remediation plans to ensure compliance with the Secretary of Interior's *Standards for the Treatment of Historic Properties* and any federal regulatory processes.

If this project were not funded, frankly, Old Constitution House could not open to the public or be maintained by staff. The need is severe and threatening not just to the building and collections, but the health of people entering the museum. Presently, there are no funds readily available to address the mold, moisture/damp, and poor air quality, and Old Constitution House could remain closed indefinitely with the situation most assuredly exacerbating. The effects of having Old Constitution House closed for the past three seasons are clearly apparent in the low visitation and revenue created by tourism and commerce for the program and town. It is inappropriate for VT SHPO to have such a significant site closed.

The State of Vermont stewards 24 historic sites (74 buildings). Six of those sites are seasonally open and another three sites have limited access. President Chester Arthur Boyhood Home, Eureka Schoolhouse, and Old Constitution House remain closed due to Covid and the resulting maintenance needs. Each summer, prior to Covid, the Vermont State Historic Sites typically greeted about 65,000 visitors; 43,000 visitors toured the sites in 2022. Prior to its closing, Old Constitution House welcomed about 1,000 visitors annually, with more attending special events and community activities. Reopening of Old Constitution House, with healthy air quality, refreshed exhibits, and expanded tours, will boost visitation and pride for all the historic sites, town of Windsor, and our history as it relates to the founding of Vermont during the American Revolution.

The maintenance for the State Historic Sites includes 35 high priority and urgent projects estimated at \$1.2 million (in addition to the essential Bennington Monument stabilization project estimated to be \$8 million). Another 117 projects have been identified for the general and essential maintenance categories; if not addressed these projects quickly become high priority or urgent. The remediation of moisture, mold, and poor air quality at the Old Constitution House was unexpected - a direct result of the building's closure for the past three years due to Covid - and not included on any of the maintenance plans, thus funds to address this critical issue have not been allocated. The reassignment of funds for this unexpected, yet serious, project will cause continued maintenance challenges at other

Criterion 3 Response Limit 6,000 characters (including spaces)

VT SHPO has a team of qualified professionals to ensure successful completion within 3 years. This includes the SHPO, Director of Preservation, State Architectural Historian, and Regional Sites Administrator for Old Constitution House. The scope of work establishes milestones that will be evaluated and documented as the project progresses. The state does not have nor previously had received grants from the National Park Service for Old Constitution House. The property is owned by the Vermont Division for Historic Preservation (VT SHPO) and an easement is not required; a memorandum of agreement shall be signed covering the same requirements.

Project partners are essential to our success from development to completion. Because of the significance of Old Constitution House to its immediate community, the town of Windsor and Historic Windsor, Inc. are expected to serve as partners relative to the history of the property. Efficiency Vermont will be contacted for technical guidance to identify best practices in the management of historic resources. Andrew M. Shapiro, president of Energy Balance, will serve as VT SHPO's owner representative for the development of energy efficiency improvements and enhancements to environmental situations (resume and scope attached). He is among Vermont's foremost experts in architectural energy efficiency and total environmental design and is known nationally for his studies on historic building fabric and emerging technology and sensitive energy retrofits with windows, and his testing and performance analysis of selected insulated windows and fit-up assemblies. VT SHPO has already engaged Energy Balance to consult on building science, energy efficiency and responsible stewardship for all state historic sites. His professional service costs will be carried by VT SHPO as match.

Per State of Vermont regulations, procurement of consultants will be conducted through a bid process that ensures chosen professionals have the qualifications and schedule to complete this project.

1. Lead Engineer will be a Mechanical Engineer, registered and practicing in Vermont. Shall be responsible for the stamped drawings and construction management in the field, completing the scope of work from design development through construction, commissioning monitoring, and reporting. Subcontracting will include mold remediation contractor, air leakage control contractor, mechanical contractor, and mechanical commissioning agent.
2. Architectural Historian - A qualified professional (36 CFR Part 61) shall be an architectural historian with experience in the preparation of National Register amendments and expertise in the history of Revolutionary War activities and founding of Vermont. The qualified professional shall ensure all treatments and installations respect the historic integrity of the building. The consultant must be experienced in the application of the Secretary of Interior's *Standards for the Treatment of Historic Properties* and any federal regulatory processes.

Tasks and expected results:

1. Preplanning and investigation with Energy Balance
 - a. Assessment: Identify mold issues, extent, and sources of moisture. Perform assessment to understand causes and approaches to remediation.
 - b. Install battery-powered, internet-enabled temperature and humidity loggers to assess existing conditions.
 - c. Test the air leakage rate overall and air movement connection between basement and upper floors.
 - d. Assess performance of existing mechanical systems and capacities to loads.
2. Pre-project remediation design - all strategies proposed will be designed to address the

Criterion 4 Response Limit 6,000 characters (including spaces)

Old Constitution House, standing prior to the formation of our state and country, is the only existing historic site where the story of the founding of Vermont can be accurately recounted. This is the actual place where history happened. This is the building where the group of 72 delegates convened on July 2, 1777, to review the draft of a noteworthy constitution that was the first in America to prohibit adult slavery, the first to establish universal suffrage for men without the requirements of property ownership or specific income for voting rights, and the first to establish a system of public schools. In the intact south parlor of the main block of Old Constitution House, with news of the British advance after the defeat at the Battle of Hubbardton on July 7, the delegates signed the Vermont Constitution and formed the Republic of Vermont on July 8, 1777. The birth of Vermont, the fourteenth state to join the Union, cannot be reimagined elsewhere.

The air quality/mold remediation project will enable Old Constitution House to reopen and provide a stage for everyone to explore the creation of the Vermont Constitution, written as the thirteen colonies fought for independence. Visitors can learn by standing in the actual parlor where the 72 delegates met in June and July of 1777, the place where colonists discussed politics and envisioned a self-governing country with freedoms and education. This is the location that must be open to the public allow examination of why our Constitution addresses diversity, inclusion, and how the culture of 1776-1777 effected that document. The current exhibits inside Old Constitution House are woefully outdated, deteriorated, and recount just a small portion of the story. These exhibits are also impacted by mold. The removal of the causes of the mold through this project and replacement of the exhibits through other sources of funding will allow VT SHPO to expand the story to the biographical history of the delegates who convened here. Old Constitution House is one of the premier locations for the Vermont African American Heritage Trail, and once reopened, shall encourage ongoing conversations related to diversity and inclusion by providing the most appropriate venue for examining the racial, socioeconomic, and cultural backgrounds of the delegates, and why embracing all people mattered to them and why such freedoms from adult slavery and for property ownership, voting, and education were so universally important that they adopted these rights in a new constitution. In November 2022, Vermonters voted to amend our Constitution to prohibit slavery of all kinds and for all ages.

Completion of the project will ensure Old Constitution House will be thoughtfully preserved for future generations, and most assuredly shall be a healthy environment in which to learn and explore about the founding of Vermont and America. With the air quality/mold remediation project implemented, including window restoration, roof repairs, and drainage landscaping, the work on the exhibits, collections, and other elements of the deferred maintenance can be addressed. This includes repairs to siding, chimney stacks, and roof, repainting, accessibility, and proper collections care (including addressing the mold on artifacts). At the request of the General Assembly, VT SHPO is preparing conditions assessment and ten-year maintenance plan of all historic sites, prioritizing those open to the public. The engineering and environmental science required for the remediation of mold and installation of the new mechanical system will serve as the beginnings of the conditions assessment, identify maintenance activities (both urgent and annual), and establish a cyclical maintenance schedule (including landscaping for drainage) that presents the best of Old Constitution House for the public but also ensure poor air quality and mold are no longer an issue. Management of our resources and archives will now be positive and proactive, with more discreet maintenance issues that can be addressed effectively. The maintenance plan will outline the best practices for seasonal closing of the building in the winters (and long-term like during pandemics) and opening for the public and staff in the spring/summer/fall. The comfort of our visitors and staff upon reopening shall require an update of our operations manual, outlining guidance on the opening of windows and proper temperature controls during the summer months when mold tends to visit. This project will enable winterizing of new mechanical systems, which shall be monitored year-round monitoring from digital applications. This project, coupled with the next preservation efforts, new exhibits and expanded interpretation, will

Project Timeline

Limit 6,000 characters (including spaces)

Scope and Timeline:

1. Pre-project planning activities (not part of grant request) - will commence in January of 2023 - to be completed by May 2023

Assessment of existing building conditions with Energy Balance; Focus on identifying sources of moisture and other building features that are feeding mold; Assess existing mechanical system; Temperature and Humidity loggers installed with internet enabled monitoring ASAP; Blower door test for air leakage rate and connection to unconditioned spaces
2. Remediation Design by Energy Balance (not part of grant request) - to be completed by July 2023

Calculate heating, cooling and dehumidification loads for the building; Develop mechanical system strategy to provide dehumidification; Include controls with remote monitoring and control capabilities for permanent, long-term tracking and performance data
3. With notice of grant award, work would move forward to issue a Public Bid with RFQ/RFP for Design/Installation Team (May 2023-Sept 2023)
4. Design team works collaboratively with VT SHPO and Energy Balance to produce construction documents for the system (Sept 2023-Mar 2024) including coordination with HP Consultant, review qualifications and bids from mechanical contractors, mold remediation, air-sealing contractor, commissioning agent
5. Remediation Implementation/Construction (Mar-Dec 2024)

Installation of new mechanical system; Track mechanical system commissioning, completion documentation from contractors and commissioning, track mold removal process and specify mold remediation (cleaning, etc.) to be done after the mechanical system is in place, to reduce chances for re-growth of mold and to support improved indoor air quality

For the remediation, regular meetings (twice monthly at minimum) and onsite examinations (as needed) will be set for the team to explore the scope of work, findings, planned outcomes, and alterations due to findings during construction. These meetings will act to ensure the project remains on schedule, on budget, best preservation practices are implemented, and will outline elements of the long-term preservation maintenance plan.
6. Post installation/monitoring activities (Jan 2024-Jan 2025)

Track system operation and building conditions for one year of occupancy
7. National Register Nomination Amendment: (Aug 2023-Aug 2025)

The amended Old Constitution House National Register nomination shall address the Windsor-based activities of June and July 1777, the efforts of Vermonters during the Revolutionary War, the founding of the Republic of Vermont and America, and the adoption and continued interpretation of the Vermont Constitution (which Vermonters voted to amend to prohibit slavery of all kinds and for all ages in November 2022) for the property's political/government associations. For architectural and preservation significances, the amended nomination will record the history of the building, its