



STATE OF VERMONT
LEGISLATIVE JOINT FISCAL OFFICE

MEMORANDUM

TO: Joint Fiscal Committee Members

FROM: Maria Belliveau, Associate Fiscal Officer *MB*

DATE: October 9, 2015

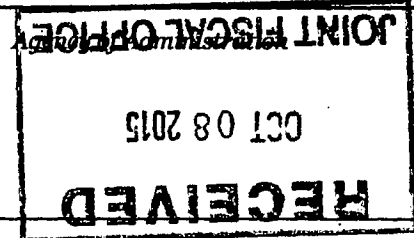
SUBJECT: JFO #2785 – Request from ACCD, Department of Housing and Community Development

The Agency of ACCD, Department of Community Development has submitted a request for authority to accept a \$30,700 grant from the U.S. Department of the Interior, National Park Service. The funds will be used to thoroughly research and document the historic significance of Hubbardton Battlefield, the site of the only Revolutionary War engagement on Vermont soil. The work will be done by a consultant who will amend the existing National Register of Historic Places nomination in an effort to obtain designation as a National Historic landmark.

Please review the enclosed materials and notify the Joint Fiscal Office (Maria Belliveau at (802) 828-5971; mbelliveau@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless you respond to the contrary by October 23, 2015 it will be assumed that you agree to consider as final the Governor's acceptance of this grant.

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

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



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

Grant Summary: The purpose of this grant is to thoroughly research and document the historic significance of Hubbardton Battlefield. This is the only site on Vermont soil of Revolutionary War engagement. Defining the boundaries of the field as well as the extent of battle-related activities for the first time will mark a step towards designation as a National Historic Landmark.

Date: 9/14/2015

Department: ACCD Department of Housing and Community Development

Legal Title of Grant: American Battlefield Protection Program Fund, National Park Service, 2015 Battlefield Grant

Federal Catalog #: 15.926

Grant/Donor Name and Address: US Department of the Interior, National Park Service, 1849 C Street, N.W. Washington D.C. 20240

Grant Period: From: 8/1/2015 To: 8/1/2017

Grant/Donation \$30,700

	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$9,175	\$21,525	\$	\$30,700	

Position Information:	# Positions	Explanation/Comments
	0	

Additional Comments:

Has Vantage budget detail been reviewed and reconciled? Yes No HC (Analyst Initial)

Department of Finance & Management	<i>BZF</i>	(Initial)
Secretary of Administration	<i>nc</i>	(Initial)



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

Sent To Joint Fiscal Office	10/6/15	Date
		10/06/15



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

BASIC GRANT INFORMATION			
1. Agency:	Agency of Commerce and Community Development		
2. Department:	Department of Housing and Community Development		
3. Program:	Division for Historic Preservation		
4. Legal Title of Grant:	American Battlefield Protection Program Fund, National Park Service, 2015 Battlefield Grant		
5. Federal Catalog #:	15.926		
6. Grant/Donor Name and Address:	U.S. Department of the Interior, National Park Service 1849 C Street, N.W., Washington, D.C. 20240		
7. Grant Period:	From:	8/1/2015	To: 8/1/2017
8. Purpose of Grant:	<p>The goal of this project is to thoroughly research and document the historic significance of Hubbardton Battlefield, the site of the only Revolutionary War engagement on Vermont soil. The boundaries and extent of battle-related activities surrounding the battlefield will be clearly defined for the first time as part of this project. This will be accomplished by hiring a qualified consultant to amend the existing National Register of Historic Places nomination, which was completed in 1971. The existing nomination form does not fully address the history and significance of the battle within the context of the American Revolution, the battlefield and its preservation, and ownership by the State of Vermont. Moreover, the document is inadequate to meet today's nomination standards. As a step towards designation as a National Historic Landmark, this amendment will assess the national significance of the battle and the intact battlefield within the larger Saratoga Campaign of the Revolutionary War.</p>		
9. Impact on existing program if grant is not Accepted:	<p>In order to advocate effectively for the preservation of the battlefield, including/especially those portions not owned by the State of Vermont, we need to have current and comprehensive National Register documentation. This information will enable local, state and federal officials to make informed decisions about projects that may affect the battlefield and plan accordingly to avoid adverse effects. The nomination will also identify non-historic resources presently on the battlefield that may be removed without affecting the historic integrity of the site. Without this grant, the project could not be undertaken. Rather, we would be acting responsively rather than proactively to any proposed projects.</p>		

	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2016	FY 2017	FY	
Personal Services	\$1,000	\$1,395	\$	
Operating Expenses	\$120	\$	\$	
Grants	\$9,175	\$21,525	\$	
Total	\$10,295	\$22,920	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$10,295	\$22,920	\$	
(Statewide Indirect)	\$	\$	\$	

AUG 26 2015

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

(Departmental Indirect)	\$	\$	\$
Other Funds:	\$	\$	\$
Grant (source)	\$	\$	\$
Total	\$10,295	\$22,920	\$

Appropriation No:	7110010000	Amount:	\$33,215
			\$
			\$
			\$
			\$
			\$
			\$
		Total	\$33,215

Has current fiscal year budget detail been entered into Vantage? Yes No

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

Appointing Authority Name: Laura V. Trieschmann Agreed by: LT (initial)

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

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

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: Patricia M... Date: 8/25/15

Title: SECRETARY, ACCD

Signature: Laura Trieschmann Date: 8/25/15

Title: SHPO

Approved: (Secretary or designee signature) Deputy Date: 09/23/15

Check One Box: Accepted (Governor's signature) Date: 10/12/15

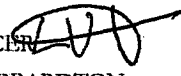
Rejected

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

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

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

INTEROFFICE MEMORANDUM

TO: SECRETARY OF ADMINISTRATION JUSTIN JOHNSON
FROM: LAURA TRIESCHMANN, STATE HISTORIC PRESERVATION OFFICER 
SUBJECT: AMERICAN BATTLEFIELD PROTECTION PROGRAM GRANT, HUBBARDTON
BATTLEFIELD
DATE: AUGUST 25, 2015
CC: NOELLE MACKAY, COMMISSION OF HOUSING AND COMMUNITY DEVELOPMENT

The Division for Historic Preservation requests approval for the acceptance of the American Battlefield Protection Program 2015 Battlefield Grant for the Hubbardton Battlefield. The grant amount is \$30,700, extending from August 1, 2015 to August 1, 2017.

The Division for Historic Preservation serves as the Vermont State Historic Preservation Office (SHPO), which operates the battlefield as a State Historic Site open to the public. The SHPO administers the national historic preservation program in Vermont, reviewing National Register nominations, maintaining data on historic properties, and consulting with Federal agencies as needed. Among the many programs under the direction of the Division are the State Historic Sites. There are 84 buildings on some 20 properties statewide that owned and maintained by the Division for research and interpretation. These sites hosted 65,000 visitors in 2014 from May to October. The Hubbardton Battlefield, the site of annual re-enactments, welcomes about 5,000 guests yearly.

The Vermont Division for Historic Preservation and the Vermont Department of Fish and Wildlife own the greater part of the battlefield, which consists of over 630 acres. The Department of Fish and Wildlife has provided its full support of the 2015 Battlefield Grant Program and the study for designation of the battlefield as the National Historic Landmark. Senator Patrick Leahy signed a letter to the U.S. Secretary of the Interior urging funding for the Hubbardton Battlefield project.

The goal of this project is to thoroughly research and document the historic significance of Hubbardton Battlefield, the site of the only Revolutionary War engagement on Vermont soil. The boundaries and extent of battle-related activities surrounding the battlefield will be clearly defined for the first time as part of this project. This will be accomplished by hiring a qualified consultant to amend the existing National Register of Historic Places nomination, which was completed in 1971. The existing nomination form does not fully address the history and significance of the battle within the context of the American Revolution, the battlefield and its preservation, and ownership by the State of Vermont. Moreover, the document is inadequate to meet today's nomination standards. As a step towards designation as a National Historic Landmark, this amendment will assess the national significance of the battle and the intact battlefield within the larger Saratoga Campaign of the Revolutionary War.

The National Register of Historic Places is the official list of the Nation's historic places worthy of preservation. The necessary documentation for formal listing informs our coordination and support of public and private efforts to identify, evaluate, and protect historic and archaeological resources. For Hubbardton Battlefield, an amended/updated nomination would better assist with our presentation and preservation of this state-owned historic sites, which is open to the public and regularly studied by scholars of the battle, campaign, and war. Tour guides, interpreters, and re-enactors will be provided with more accurate and detailed documentation of the battle and the significant of this Vermont site, which is said to be one of the best-preserved battlefields from the

Revolutionary War. Further, with defined boundaries, our preservation efforts can be better focused. This work is a continuation of the efforts undertaken in 2010, which resulted in the archaeological survey of the battlefield and the possible routes the American and British troops used as they entered Hubbardton and continued on to Castleton, Vermont, and Skenesboro, New York.

The American Battlefield Protection Program promotes the preservation of significant historic battlefields associated with wars on American soil. The goals of the program align with those of the Vermont Division for Historic Preservation, which seeks to protect Hubbardton Battlefield as a Revolutionary War site associated with an armed conflict that influenced the course of our history, and raises awareness of the importance of preserving the battlefield for future generations to study, enjoy, and explore. Within the past decade, incompatible projects have been proposed for within the immediate view shed of the battlefield; none have been implemented. This unharmonious development immediately surrounding or within the battlefield will directly affect one's ability to interpret and understand the battle by altering the setting in which it took place. Thus, in order to effectively advocate for the best preservation practices of the battlefield, we need to have current and comprehensive National Register documentation. This information will enable local, state and federal officials to make informed decisions about projects that may affect the battlefield and plan accordingly to avoid adverse effects. The nomination will also identify non-historic resources presently on the battlefield that may be removed without affecting the historic integrity of the site.

Without the grant funding, the Division for Historic Preservation would not be able to explore the true boundaries of the battlefield nor would we be able to understand the national significance of our Vermont battlefield to the larger Saratoga Campaign, which has been described as the great turning point of the Revolutionary War.

The Division for Historic Preservation thanks you for considering this grant approval request.

Supplemental Budget Information for 2015 ABPP Grant Application

applicant # 14-015

A. Personnel (Applicant organization's regular staff to be involved in the project - \$89.42 limit/ hr)

<u>Name/Title of Position</u>	<u>Hourly Rate</u>	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
Devin Colman State Architectural Historian	\$28.13/hour 40 hours	--	\$1,125.00	\$1,125.00
Elsa Gilbertson Historic Site Administrator	\$32.82/hour 30 hours	--	\$985.00	\$985.00
Laura V. Trieschmann SHPO	\$35.58 8 hours	--	\$285.00	\$285.00

B. Consultant Fee Estimates (any person or organization that will be selected for this project \$89.42 limit/hr)

<u>Type of Consultant</u>	<u>Hourly Rate</u>	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
Historic Preservation Consultant	\$87.50/hour 328 hours	\$28,700.00	--	\$28,700.00

C. Travel/Per Diem (include costs for Project Manager to attend one-day workshop in DC)

<u>From/To</u>	<u># of Travelers</u>	<u>Per Diem</u>	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
Burlington, VT to Washington D.C.	1	\$1,000 total trip cost	\$1,000.00	--	\$1,000.00
Montpelier, VT to Hubbardton, VT Round Trip x 2	1	\$120 for fleet car & gas	--	\$120.00	\$120.00

D. Supplies/Equipment (directly used in relation to this grant)

<u>Item</u>	<u>Quantity</u>	<u>Cost</u>	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
n/a					n/a

E. Other (Costs not listed in any of the previous budget sections. ADD costs for 3 acid free and two digital copies of final products.) Only detailed expenses for disposable items required for the project will be approved. Contractors and organizations doing the work are expected to provide cleaning products, basic equipment and overhead items like lightbulbs and pencils.

<u>Item</u>	<u>Cost</u>	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
3 acid-free copies and 2 digital copies	\$1,000.00	\$1,000.00	--	\$1,000.00

F. Budget Summary

<u>Category</u>	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
A. Personnel	--	\$2,395.00	\$2,395.00
B. Consultant Fee	\$28,700.00	--	\$28,700.00
C. Travel/Per Diem	\$1,000.00	\$120.00	\$1,120.00
D. Supplies/Equipment	--	--	--
E. Other	\$1,000.00	--	\$1,000.00

	<u>Federal Share</u>	<u>Matching Share</u>	<u>Total</u>
Total Project Costs	\$30,700.00	\$2,515.00	\$33,215.00

G. Budget Notes (Use this space to explain unusually costly items, heavily weighted budget categories, etc.)

The bulk of the project costs support hiring a professional historic preservation consultant to review existing documentation of the battlefield, conduct additional research, and compile all of the information in a comprehensive update of the existing National Register nomination.

Section B - Please list any contractor or vendor who may have assisted in the preparation of the application or supplemental budget. All vendors must be selected competitively without preferential knowledge of budget or scope specifics. Penalties for lack of full disclosure and collusion may result in termination of the grant.

n/a

Be sure and review the 2015 ABPP Grant Guidelines for questions about travel limits and hourly limits.



United States Department of the Interior

NATIONAL PARK SERVICE

1849 C Street, N.W.
Washington, DC 20240

JUL 21 2015

RECEIVED

JUL 27 2015

VT DIVISION FOR
HISTORIC PRESERVATION

H32(2287)

Ms. Laura Trieschmann
State Historic Preservation Officer
Vermont Department of Housing & Community Development
National Life North Building, One National Life Drive, 6th Floor
Montpelier, VT 05620

Dear Ms. Trieschmann:

I am pleased to inform you of the National Park Service's decision to award a grant for battlefield preservation projects in Vermont. We look forward to assisting this organization in its battlefield preservation efforts. The grant project is:

- The Vermont Department of Housing & Community Development has been awarded \$30,700 to research and document the historic significance of the Hubbardton Battlefield in order to amend the existing National Register of Historic Places nomination. The Battle of Hubbardton was the only Revolutionary War engagement to occur on Vermont soil, and was fought in July 1777. The boundaries of the battlefield and the extent of associated activities will be defined.

The American Battlefield Protection Program (ABPP) provides assistance to organizations and agencies throughout the country in their efforts to preserve the significant battlefields from all wars fought on American soil. Projects funded by the ABPP grant program have no potential to cause effects to historic properties for purposes of Section 106 of the National Historic Preservation Act in accordance with 36 CFR 800.3(a)(1). Therefore, this letter serves as notification that neither the National Park Service nor the grant recipient has any further obligations under Section 106 or its implementing regulations. This year's grants provide funding for projects at endangered battlefields from King Philip's War, Second Seminole War, Indian Wars, Revolutionary War, War of 1812, and the Civil War. A list of our 2015 grant projects is available online at: <http://www.nps.gov/abpp/grants/planninggrants.htm>.

We appreciate your support of battlefield preservation efforts. If you would like additional information about the grant awards, please contact Kristen McMasters, our grants manager, at (202) 354-2037 or Kristen_McMasters@nps.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Hawke". The signature is fluid and cursive, with a long horizontal flourish at the end.

Paul Hawke, Chief
American Battlefield Protection Program



United States Department of the Interior

NATIONAL PARK SERVICE

1849 C Street, N.W.
Washington, D.C. 20240

GRANT AGREEMENT No. GA-2287-15-025 CFDA 15.926

Upon signature of both parties below, the National Park Service (NPS) will have obligated with this Grant Agreement the sum of **\$30,700** appropriated in fiscal year 2015 from the American Battlefield Protection Program Fund authorized by P.L. 113-235. The term of this grant agreement is:

Beginning Date: August 1, 2015

Ending Date: August 1, 2017

In accepting this grant, evidenced by signature below, **Vermont Department of Housing and Community Development**, agrees to comply with Department of the Interior regulations and requirements governing Federal grants stipulated in the Office of Management and Budget (OMB)'s Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards - 2 CFR, Part 200. These requirements are hereby incorporated by reference into this grant agreement. In accordance with 18 U.S.C. 1913, none of these funds may be used for lobbying purposes as defined in the special conditions contained on the following pages. The terms and conditions of this grant award shall be extended to subrecipients and subcontractors.

None of the funds awarded may be used to process any grant or contract documents which do not include the text of 18 U.S.C. 1913 prohibiting lobbying with appropriated funds. The recipient shall not use any part of the appropriated funds for any activity or for the publication or distribution of literature that in any way tends to promote public support or opposition to any legislative proposal on which Congressional action is not complete.

In witness thereof, the parties have executed this Grant Agreement as of the dates entered below.

Grantee:

National Park Service:

By *Patricia M. A.*
Authorized Official

By _____
Paul Hawke

Title *Secretary*

Chief, American Battlefield Protection Program

Date August 1, 2015

Date _____

- X Special Grant Conditions and Budget
- X Interim Progress Report form for use later in the grant
- X SF 425 Federal Financial Report form for use later in the grant

GRANT TERMS AND CONDITIONS

Grant Number
GA-2287-15-025

Beginning Date
August 1, 2015

End Date
August 1, 2017

1. **Administrative Requirements.** The grantee agrees that the conditions and requirements of Office of Management and Budget (OMB)'s Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards - 2 CFR, Part 200 will be the basis for its operation and administration of this grant. The grantee also agrees to the following terms and conditions necessary to facilitate post-award administration of the grant and to protect the interests of the Federal Government. Grantee noncompliance with these terms and conditions will cause disallowance of costs charged to the grant.

2. **Work Program.** Unless otherwise specified, the grantee shall carry out the scope of project work specified in the grant application forwarded to NPS. If any portion of the work to be supported by this grant receives financial assistance from another source during the grant period, the grantee must notify the grant awarding official (the NPS official whose signature and title appears on the Grant Agreement).

In accordance with OMB 2 CFR, Part 200.308, the grantee may not, without prior written approval by the NPS grant awarding official, make changes in the approved grant application or budget that would materially alter the scope of work described in the enclosed Summary of Objectives and Results and the Work-Cost Budget.

The grantee shall not assign or otherwise transfer final responsibility for this Grant Agreement, the grant, or the project to any third party. The execution of subcontracts shall not alter or modify the obligations of the grantee. However, the grantee may subcontract for performance of project-related work summarized in this Grant Agreement and described in the grantee's application to NPS. All subcontracts are subject to prior written approval of NPS and, upon approval, become part of the Grant Agreement. Subcontracts also may not be changed without prior approval by NPS. The grantee remains fully responsible for the acts, omissions, or noncompliance of its subcontractors and of persons directly or indirectly acting for, or employed by, such subcontractors.

3. **Period of Performance.** All costs incurred during the grant period (**August 1, 2015, through August 1, 2017**) must be billed to the National Park Service within 90 days of the end date of the grant (by **October 30, 2017**) or the completion of project work, whichever is sooner.

4. **Method of Payment.** Payment of grant funds will be made using the electronic transfer of funds to a specified account for all advances and reimbursements through the ASAP system. An SF 270, Request for Advance or Reimbursement Form, must be submitted to the grant awarding official in advance for each payment request. If an advance is requested, an SF 425, Federal Cash Transactions Report, must then be submitted to NPS to record that grant funds drawn as an advance have been promptly expended. **The grantee must disburse cash advances as closely as is administratively feasible to the receipt of the funds advanced and not more than 30 days after receiving the advance.**

GRANT TERMS AND CONDITIONS

Grant Number
GA-2287-15-025

Beginning Date
August 1, 2015

End Date
August 1, 2017

5. **Allowable and Eligible Costs.** Expenses charged to grant funds may not be incurred prior to the beginning date specified above or subsequent to the grant end date, and may be incurred only as necessary to carry out the approved objectives, scope of work, and budget. In addition to other lawful remedies, in the event of noncompliance with any grant conditions, the grant may be suspended, terminated or annulled pursuant to 2 CFR 200.338.

All expenses charged to the grant must be: directly related to the approved objectives and budget; eligible in accordance with OMB 2 CFR, Part 200; and supported by approved contracts, purchase orders, requisitions, bills, or other evidence of liability consistent with generally established purchasing procedures and generally accepted accounting principles.

If travel costs are charged to this grant, the grantee and its contractors must follow the travel policies in the Standardized Government Travel Regulations (41 CFR 101-7), and must not exceed these standard rates. All charges for grant-assisted travel must conform to OMB 2 CFR, Part 200 standards. Vehicle charges are currently 57.5 cents per mile.

Prior to the expenditure of grant funds for equipment costing \$100 or more that is not listed in the enclosed budget, the grantee must submit a written request for NPS authorization of each equipment purchase. The grantee agrees to keep a property inventory and to comply with the property management requirements of OMB 2 CFR, Part 200 for all equipment purchased with grant funds.

6. **Project Monitoring.** The grantee agrees to maintain close liaison with NPS representatives throughout the grant period. NPS reserves the right to request meetings, upon reasonable notice, with grantee project staff at intervals during the course of project work. The grantee agrees to promptly notify the grant awarding official should any of the following conditions become known:

- a. Problems, delays, or adverse conditions that will materially affect the ability of the grantee (or its subcontractors, if any) to attain project objectives, prevent the project from meeting planned timetables, or preclude the completion of approved work.
- b. A need for adjustment to the project budget.

7. **Progress Reports and Final Report.**

An acceptable Interim Progress Report (including the ABPP Project Status Report Form and Standard Form 425 Financial Status Report) must be submitted to NPS every three months during the grant period, with the initial Progress Report due not later than **October 1, 2015**.

- a. Three copies of a narrative Final Project Report must be submitted within 90 days following the end date of the grant. **The Final Project Report and all**

GRANT TERMS AND CONDITIONS

Grant Number	Beginning Date	End Date
GA-2287-15-025	August 1, 2015	August 1, 2017

deliverables must be submitted and approved before the final payment request will be approved.

- b. Failure to submit acceptable progress reports may cause NPS to withhold payment or affect the grantee's eligibility for future grant awards.**
- c. The grantee shall furnish to NPS sample copies of any major publications, reports, studies, or similar materials which are produced with this grant assistance (see Grant Condition 15). This requirement covers major grant-assisted products and not routine correspondence or reports.

8. Record-Keeping and Audit. The grantee agrees to maintain property, personnel, financial, and other records and accounts pertinent to the funds awarded by this grant in accordance with OMB 2 CFR, Part 200. The grantee and its contractors will permit on-site inspections by NPS representatives, and will effectively require employees, agents, and subcontractors to furnish such information as, in the judgment of NPS representatives, may be relevant to a question of compliance with grant conditions and directives on the effectiveness, legality, and achievements of the grant-supported activity. The grantee's regular Single Audit(s), required by OMB 2 CFR, Part 200, must contain this grant award.

The grantee shall obtain an audit of grant expenditure records in accordance with OMB 2 CFR, Part 200 which requires a Single Agency Audit for any grantee who expends at least \$750,000 of Federal grant funds (from all sources) in a fiscal year. Financial audits that include costs incurred for this grant (including nonfederal matching share) must be transmitted to the Federal Audit Clearinghouse, Data Preparation Division, U.S. Bureau of the Census, 1201 E. 10th Street, Jeffersonville, Indiana 47132. A reasonable proportion of the costs of an acceptable audit performed in accordance with OMB 2 CFR, Part 200 may be charged to this grant.

If an audit is required by OMB 2 CFR, Part 200, the grantee must complete and submit one signed copy of the Data Collection Form for Reporting on Audits of States, Local Governments, and Non-Profit Organizations, SF-SAC, and one copy of the reporting package to the National Park Service within 30 days of the grantee's receipt of the completed audit report. The form must state whether the audit was completed, provide information about the grantee, the results of the audit, the Employer Identification Number (EIN) and the Dun and Bradstreet (D&B) Data Universal Numberings System (DUNS).

9. Access to Records. The Secretary of the Interior and the Comptroller General of the United States, or their duly authorized representatives, shall have access for the purpose of financial or programmatic review and examination to any books, documents, papers, and records of the grantee that are pertinent to the grant at all reasonable times during the period of retention provided for in OMB 2 CFR, Part 200.333- 200.337.

10. Acknowledgment of Federal Assistance and Disclaimer. Press releases, newsletter articles, and similar materials about grant-assisted activities must include a mention of NPS grant assistance.

GRANT TERMS AND CONDITIONS

Grant Number
GA-2287-15-025

Beginning Date
August 1, 2015

End Date
August 1, 2017

All publications, informational and similar materials, including video and audio tapes must contain the following disclaimer and acknowledgment of NPS support: "This material is based upon work assisted by a grant from the Department of the Interior, National Park Service. 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." All consultants hired by the grantee must be informed of this requirement.

NPS shall have a royalty-free right to republish any published material generated by this grant. Written permission must be obtained from NPS over all public or professional information releases for the duration of the grant. Sub-contractors are to be held to this provision.

11. **Proposals and Products as Public Record.** All material, documents, and information produced by this grant becomes part of the public record and is available to the public unless the grantee and NPS mutually agree that disclosure of the data or information would be harmful. In such cases, the data or information may be held in confidence by the grantee. However, the grantee must still provide sufficient information to NPS to demonstrate compliance with Grant Conditions.

12. **Compliance.**

- a. The grantee and its subcontractors will comply with all applicable statutes and Executive Orders on equal opportunity (including Title VI, Section 504 and age discrimination), and this grant will be governed by the provisions of all such statutes and Executive Orders, including enforcement provisions, as implemented by Department of the Interior regulations published in 43 CFR 17.
- b. The administration of this award must be accomplished free from conflict of interest, bribery, "kickbacks," cost-plus-a-percentage-of-costs contracts, and other procurement practices prohibited by OMB 2 CFR, Part 200.
- c. In accordance with Executive Order 12549 "Debarment and Suspension," the grantee and its subcontractors must not make any award or permit any award to any party which under Executive Order 12549 is debarred or suspended or is otherwise excluded from, or ineligible for participation in, Federal assistance programs.

13. **Suspension or Termination.** Failure of the grantee to comply with any of the terms or conditions of this Agreement shall be deemed a material breach of this Agreement, and after written notice, NPS shall have every right and remedy under law to suspend, terminate, or annul this grant. This grant may be suspended or terminated for cause by NPS in accordance with OMB 2 CFR, Part 200.

This grant may also be terminated by mutual agreement, which shall not affect any valid commitment of grant funds that, in the judgment of both NPS and the grantee, had become firm before the effective date of the termination. In addition, NPS will

GRANT TERMS AND CONDITIONS

Grant Number
GA-2287-15-025

Beginning Date
August 1, 2015

End Date
August 1, 2017

periodically review the project to determine progress, and reserves the right at those times after written notice to withdraw grant funds not already expended or under subcontract.

14. Scope of work. The approved Summary of Objectives and Results for this grant award is as follows:

A. Oversee and manage the development of a National Register nomination for Hubbardton, VT. In order to complete this project, the grantee will undertake the following tasks.

1. Attend training with ABPP

2. Submit a workplan

Submit a detailed workplan to the ABPP for the project no later than 30 days after attending training. The workplan design shall include a statement of purposed, specific tasks required to complete the project, expenses associated with each task, responsible party to complete work, an outline/table of contents for the written report and schedule for completion of each task and of the final report. Allow 30 days for ABPP review and approval of the workplan.

3. Hire needed consultants

Through a Request for Proposals (RFP) process, find and contract a qualified consultant to undertake the tasks outlined in the work plan. Submit a copy of the RFP to the American Battlefield Protection Program for review and comment before sending it out for bid, and submit copies of all bids received, along with criteria for choosing the consultant, with consultant choice. Revise workplan as needed with ABPP approval. Allow 30 days for ABPP review and approval.

4. Coordinate the public planning process

Encourage active participation by landowners, other stakeholders, citizens, and local officials in the planning process. Throughout the project, provide interested parties the opportunity to participate in the planning process and to review and comment on the interpretive plan. Hold at least two public meeting and take notes of the meeting for submission to the ABPP. Invite the ABPP to all public meetings.

5. Complete the field survey and data collection

Gather primary source information on the military resources at the battlefield from various archives, libraries, and institutes. Use a military terrain analysis like the ABPP KOCOA analysis. Perform a GIS survey of the battlefield, using the National Park Service battlefield survey data dictionary available at <http://www.cr.nps.gov/hps/gis/reports/datadict/toc.htm>. Correlate the data gathered from the GIS survey with historical descriptions of action during the battle. Conduct a preliminary assessment of the archeological potential, paying special attention to battlefield study area, core area and Potential National Register (PotNR) area boundaries by using historical sources and landscape features.

6. Complete the draft inventory report and National Register Nomination

Gather primary source information on the military resources from various archives, libraries, and institutes. Perform a GIS survey of the battlefield,

GRANT TERMS AND CONDITIONS

Grant Number
GA-2287-15-025

Beginning Date
August 1, 2015

End Date
August 1, 2017

using the National Park Service battlefield survey data dictionary available at <http://www.cr.nps.gov/hps/gis/reports/datadict/toc.htm>. Correlate the data gathered from the GIS survey with historical descriptions of action during the battle.

7. Coordinate compliance and review of entire project

Meet and follow the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (Federal Register, September 29, 1983 [48FR44716], updates available at http://www.nps.gov/history/local-law/arch_stnds_0.htm. In accordance with Section 106 and 110 of the National Historic Preservation Act, as amended, ensure that activities associated with this project are carried out in consultation with other Federal, State, and local agencies, and Indian tribes. Consult with the State Historic Preservation Officer (SHPO) and appropriate public stakeholders. Provide the SHPO/THPO the opportunity to review and comment on the research design and the draft report.

8. Report to the ABPP

Submit quarterly status reports to the American Battlefield Protection Program, the first of which is due by October 1, 2015, and shall be due every January 1, April 1, July 1 and October 1 until completion. All quarterly reports shall be furnished on the ABPP's "Grant Funding - Project Status Report" form (<http://www.nps.gov/history/hps/abpp/grantresources.htm>) with original signatures. In addition, Standard Form 425 Financial Status Form shall be submitted each quarter along with the ABPP Project Status Report. Submit all grant products to the American Battlefield Protection Program for review and comment no later than at 80% allocation of grant funds. After addressing final ABPP comments, make three acid-free copies and one digital copy (on CD) of final products and submit for final approval. In addition to the final technical report, produce a 5-15 page Final Program Performance Report, which shall describe actual accomplishments of the project, quantifiable project output and products, reasons why any goals or objectives were not met, and any other pertinent information. Send **all paperwork**, including original reports, financial requests, and final products to the Washington, DC office of the American Battlefield Protection Program for processing.

B. Budget

Category	Total
Personnel	\$00
Consultant Fees	\$28,700
Travel/Per Diem	\$1,000
Supplies/Equipment	\$00
Other	\$1,000
TOTAL PROJECT COSTS	\$30,700

GRANT TERMS AND CONDITIONS

Grant Number
GA-2287-15-025

Beginning Date
August 1, 2015

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15. Deliverables. The following products produced with this grant assistance must be forwarded to the National Park Service:

- Two (2) copies of the first draft National Register Nomination and (2) copies of all revised drafts.
- One (1) copy of the Final Program Performance Report with public meeting notes.
- Three (3) archival acid-free paper copies of the final NR nomination and associated products.
- One (1) digital copy of the final NR Nomination and associated products and PowerPoint.
- One (1) archival acid-free paper copy of the final technical products with ARPA 1979 (section 470hh) deleted sections and unbound for copying.
- One (1) digital PDF copy of the entire final technical products with ARPA 1979 (section 470hh) deleted sections for public availability.
- One (1) digital copy of the all GIS data produced during this project. All GIS data files shall be in shapefile (*.shp) format. Federal Geographic Data Committee compliant metadata shall be submitted for each shapefile. Include copies of all data layers used in the project. Where applicable, also submit all raw uncorrected GPS data.
- Three (3) copies of any brochures and/or printed battlefield maps/materials created under this grant.

16. Limitation on Expenditures. The grantee assumes fiscal liability, without recourse to the NPS, for all commitments that exceed the funds provided in the grant agreement

17. NPS Concurrence with Selection of Consultants.

The grantee must submit responses to its Requests for Proposals, along with its justification for which consultant(s) it selects for grant-assisted work to the NPS Grant Awarding Official for concurrence by NPS. The consultant(s) must have the requisite experience and training in historic preservation to oversee the preservation work to be performed and to manage this project. Contractors must be competitively selected.