



History Colorado

Saving Places Conference Scholarship Application Certified Local Government (CLG) Subgrant Program | FY22

Deadline for Funding Lottery: December 16, 2022
Final Deadline for Any Remaining Funds: January 31, 2023

Questions? Contact Lindsey Flewelling at (303) 866-4681 or lindsey.flewelling@state.co.us

Certified Local Government Subgrant Program

Through the State Historic Preservation Office (SHPO), History Colorado administers the U.S. Department of Interior's Historic Preservation Fund (HPF) Program in cooperation with the National Park Service (NPS), also part of the U.S. Department of Interior. Under this program, NPS has specified that at least 10 percent of Colorado's annual program funds must be subgranted to Certified Local Governments (CLGs).

This scholarship is being offered to offset the cost of historic preservation commission members, elected officials, and staff attending Colorado Preservation Inc.'s **Saving Places Conference** from **February 8-10, 2023**, held online and in-person at the **Boulder Embassy Suites**. To receive this scholarship, recipients must attend at least three conference sessions. History Colorado is offering approximately **\$6,600** in scholarships.

Due to fund limitations and to ensure that as many CLGs as possible are able to take advantage of the funds, a lottery will be held for any applications received by December 16, 2022. Applications for any funds available after that date will be awarded on a first-come, first-served basis until January 31, 2023.

Scholarship Requirements

- **Eligible Applicants:** All CLGs in good standing are eligible to apply for funds on behalf of its historic preservation commission members, elected officials, and staff, but no applicant is guaranteed funding. Awards will be made *only* to the applicant CLGs and not individuals.
- **Eligible Expenses:** Eligible Expenses for this scholarship are limited to:
 - Registration fees for the conference, which are **\$150 per person for CLGs for in-person**, and **\$75 per person for virtual only**.
 - Lodging (**\$150 per night maximum**) when scholarship recipients must travel more than 60 miles to attend the conference. If lodging expenses are covered, recipients must attend sessions in-person at the Embassy Suites in Boulder.
 - Awards are capped at **\$800 per CLG**.
- **Attendance:** **Scholarship recipients must attend at least three conference sessions to receive reimbursement.** The conference sessions do not need to be attended live and may be watched at a later date (so long as lodging expenses are not requested). Additional time to complete reimbursement requests is being provided to allow ample time to watch recorded conference sessions at your convenience.
- **Documentation:** Reimbursement requests must be submitted by May 1, 2023, and must include copies of invoices and/or receipts for eligible expenses and a reimbursement request form. Recipients must also provide a written summary of the sessions attended as described in the reimbursement request form.



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- **Award Criteria:** Scholarships will be awarded based on a lottery system for applications received by December 16, 2022. CLGs may request funding for more than one person, but may receive partial funding. The lottery will be conducted in rounds so that as many CLGs as possible will receive funding for at least one attendee, whether virtual or in-person. Any funds available after December 16 will be granted on a first-come, first-served basis until January 31, 2023.
- **Signature Authority:** All applications must be signed by the staff person responsible for administering the grant as well as an Authorizing Official, which can be an elected official or staff person with authority to spend and receive funds on behalf of the local government. Digital signatures are acceptable.



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Saving Places Conference Scholarship Application

CLGs should complete one application for all scholarships. Submit applications via email to lindsey.flewelling@state.co.us.

Name of CLG: _____

Mailing Address: _____ City: _____ Zip: _____

Federal Employer Identification Number: _____

Staff Person Responsible for Grant: _____

Title: _____

Phone: _____ Email: _____

Name of Authorizing Official: _____

Title: _____

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Travel Distance: _____ miles (one way) – required if requesting lodging reimbursement

Please include the name of the person attending and their role with the CLG:

Attendee Name	Role	Registration Fee	Lodging Expenses	Total Amount

Total Requested Amount: _____

I understand that my invoices/receipts must be submitted by May 1, 2023. I understand that failure to comply with this deadline will result in History Colorado declaring expended funds ineligible for reimbursement and my CLG ineligible for scholarship funding for a period of two years.

I understand that scholarship recipients must provide proof of attendance to receive reimbursement and that instructions are provided in the reimbursement request form.

Signature of Staff Person Responsible for Grant

Date

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Certification: This application is submitted to History Colorado for funding consideration under the Certified Local Government provisions of the National Historic Preservation Act of 1966 as amended.

Signature of Authorizing Official

Date