

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Patty Huffman, Grants and Projects Manager
Through: Chandra Nicholson, Director of Economic Development and Planning
Date: February 11, 2014
Subject: Submission of a Grant Application to the MS Dept. of Archives and History for 2014 Certified Local Government Grant funding- Publications/Marketing Category

REQUEST:

The Economic Development and Planning Department requests City Council authorization to submit a grant application to the Mississippi Department of Archives and History (MDAH) for a Certified Local Government (CLG) Grant for the category of Publications/Marketing.

BACKGROUND:

The Certified Local Government Program is a federal-state-local partnership that promotes historic preservation at the grassroots level and helps communities deal with preservation needs. CLG communities are eligible for annual matching grants to undertake preservation projects of importance to the community. Certified Local Government grant requests typically range from \$1,000 to \$10,000 and require a local match of at least 50%. The local match can be from cash and/or in-kind contributions. Certified Local Government Grants are reimbursement grants; no funds will be released until the project is complete, and all grant materials and financial reports have been submitted to MDAH.

DISCUSSION:

The Economic Development and Planning Department submitted a Notice of Intent to Apply for this grant funding early in November 2013. On November 20, 2013, the City was notified that MDAH has authorized the City to submit a full grant application for signage and brochures/maps of Gautier's historic resources. The Economic Development and Planning Department recommends submitting an application for up to \$10,000 for the design and professional printing of the Historic Preservation Commission's historic sites brochure/map and for additional historic area signage. It is anticipated that the required match (up to \$10,000) can be obtained from one or more local businesses or civic groups. The project must be completed by August 1, 2015. The current brochure has 29 historic sites including antebellum homes, Indian Mounds, cemeteries, churches, and schools. Many visitors use these brochures/maps for self-guided tours.

RECOMMENDATION:

The Economic Development and Planning Department staff recommends that City Council authorize submission of a CLG grant application to MDAH by the February 28, 2014 deadline. City Council may:

1. authorize submission of a CLG Grant application to MDAH as outlined above; or
2. authorize submission of a CLG Grant application to MDAH with changes; or
3. disapprove submission of a CLG Grant to MDAH for this round of funding.

ATTACHMENT(S):

MDAH e-mail notification authorizing full grant application submittal

From: Chandra Nicholson [mailto:cnicholson@gautier-ms.gov]
Sent: Wednesday, November 20, 2013 8:51 AM
To: Patty Huffman
Subject: FW: FY 2014 CLG Grants

From: CLG CLG [mailto:clg@mdah.state.ms.us]
Sent: Wednesday, November 20, 2013 8:25 AM
To: cnicholson@gautier-ms.gov
Subject: FY 2014 CLG Grants

Chandra,

Thank you for submitting an NOI for FFY 2014 CLG Grant Projects. We received 38 NOIs totaling over \$160,000 in funding requests.

MDAH is interested in seeing a grant application for signage for and brochures/maps of Gautier's historic resources. In your application, please break-down costs between what is design/research and production. Furthermore, I think that it would be helpful to separate the signage project from the brochure project. The signage application will need to be rather specific about where the signs will be placed and cost per sign. The brochure project should separate development from production (design from printing.)

The CLG FY 2014 Grant Manual is attached. Grant applications are due on Friday, February 28, 2014. Digital copies will not be accepted. Grant applications must be delivered in person to the Capers Building at 100 South State Street or via US Post Office to PO Box 571, Jackson, MS 39205.

Although the Grant Manual gives Jackson office information, should you have any questions about the grant application process, please contact me via email or phone. My information is below.

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Northern Field Office
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