

VETERANS & WAR MEMORIALS GRANT

2017

OREGON PARKS AND RECREATION DEPARTMENT

The Veterans' and War Memorials Grant Program was created and established to provide funding assistance to local governments for the construction and restoration of veterans' and war memorials. The program will help honor Oregon's soldiers and veterans by commemorating their service to the country.

Grants must be submitted through the Oregon Parks and Recreation Department Grants Online program.

FINANCIAL INFORMATION: Awards have ranged \$14,000-\$80,000. \$150,000 is available to award.

MATCH: The Veterans' and War Memorial Grant program provides, subject to the availability of funds, for up to 80 percent funding assistance with a minimum of 10 percent cash. Match may include budgeted funds, donated funds, value of equipment use, donated materials, volunteer labor, planning or any combination thereof. The project sponsor may provide the remaining match by planning work done prior to project authorization or planning, construction, or restoration work performed following project authorization. Planning work includes research, design, engineering, environmental, and site survey for any construction or restoration project.

BUDGET INFORMATION: Bids and estimates strengthen the grant request when applicable.

GRANT REPORTING AND PAYMENT: Awarded projects will be the subjects of binding agreements between the State and the applicants. Typically, grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting will be provided at the time of award.

GRANT TIMELINE:

Deadline – February 17, 2017 (11:59pm)

Notification – April 10, 2017

Grant completion and final reporting deadline – April 30, 2019

ELIGIBILITY, CRITERIA AND PRIORITIES:

ELIGIBILITY

- **ORGANIZATIONS:** Local governmental entities are eligible to apply. The governmental entity must partner with veteran organization. Local governmental entities include cities (municipal corporations); counties (political subdivisions); metropolitan service districts, park and recreation districts, and port districts. Partner veteran's organizations must meet the following criteria:
 - A. Represent veterans of the Armed Forces of the United States of America;
 - B. Were established for the purpose of supporting or recognizing veterans;
 - C. Have an established membership, that includes officers, and bylaws; and
 - D. Are physically located in Oregon or have a Chapter that is physically located in Oregon.



- **SITE/LOCATION:** To be eligible for a grant, veterans' and war memorials must be placed on public property owned and controlled by a government entity. A government entity is a body of government, whether district, local, state, federal, or Tribal that owns or leases the property on which the project is to reside. The property can be owned by a government entity that is not the applicant, there is an agreement in place between the two.

The named government entity must agree to the memorial's siting and maintenance for not less than 25 years from completion of the project.

For a construction project, an applicant must demonstrate that the government entity that owns or controls the public property will accept the memorial on that site. For a restoration, an applicant must demonstrate the government entity that owns or controls the public property will authorize restoration activities on the memorial.

- **PROJECTS:** The types of eligible projects include construction of a new memorial or restoration of an existing memorial. A memorial is a monument or place designated to commemorate or preserve the memory of wars involving the United States of America or to honor veterans of the Armed Forces of the United States of America. Maintenance projects are NOT eligible for grants.

CRITERIA:

- The capability of the applicant to carry out the proposed project.
- The effectiveness of the proposed project to recognize veterans and/or wars.
- The level of commitment to long term maintenance of the memorial.

PRIORITIES:

- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail and realistic cost estimates.
- Geographic diversity.
- Project readiness, including matching dollar share in-hand.
- Projects that are part of a long range plan.

REVIEW: The Grant Review Committee will review all grant requests and make funding recommendations to the OPRD Director.

REGISTER ON TO APPLY ONLINE: Visit the OPRD: Grants Online at www.oprdgrants.org to request an account and receive your login. Register for only one login per organization. Please use the instructions for OPRD: Grants Online which can be found at <http://www.oregon.gov/oprd/HCD/FINASST/Pages/grants.aspx>.

APPLICATION SUBMISSION: Once you have a login, you will be able to submit your application. You can enter information, save, log out, log back in, enter more, etc. as many times as you would like before you submit. Instructions for OPRD: Grants Online visit our website. <http://www.oregon.gov/oprd/HCD/FINASST/Pages/grants.aspx>



APPLICATION QUESTIONS: The following questions will appear on the online application.

- Brief Project Description – Please limit this to 80 words and be specific.
- Finance – Please see the OPRD: Grants Online instructions for more detail.
 - Project Budget - use categories: contractor/consultant; volunteer time; employee; travel; materials & equipment; printing, publication, design, etc.; other.
 - Funding Source - use categories: organizational funds (include staff time, operations, donations), in-kind donations, volunteer time (volunteer time must match the volunteer time in expenses). Enter matching grants individually.
 - Budget narrative
 - What is your organization’s financial need for this project?
 - How firm is your match – have funds, volunteers and in-kind donations been committed for this project?
 - How will in-kind donations be used for the project?
- Project Description – What are the primary goals and objectives? What is the timeline? If the project includes removing and replacing an existing memorial, explain the need to remove the original memorial and the public engagement and decision making process.
- Project Need and Value – What veterans or war does this recognize and how does it accomplish this? How is the memorial unique in the community? Does it recognize veterans who would otherwise go unrecognized? How does it differ from other veteran and war memorials in your community?
- Project Specifications – List specific activities – quantity and scope. Describe how the memorial will be restored or constructed? If the project is a restoration, does the work plan follow standards that promote the long-term preservation of the memorial?
- Project Management - Describe who will do the work and who will manage the project.
- Community Support and Organization Support – Does this project have support and involvement of the local community? What organizations are involved? In what way are veteran organizations or veterans involved in the project? Include letters of commitment.
- Long Term Commitment to Maintenance – Describe long-term plan for care and maintenance of the memorial. Who will provide the maintenance and what is the anticipated cost?
- Photos and work plans are required.

ASSISTANCE:

Grant questions and OPRD: Grants Online assistance: Kuri Gill, kuri.gill@oregon.gov, 503-986-0685.

