



GUAM PRESERVATION TRUST

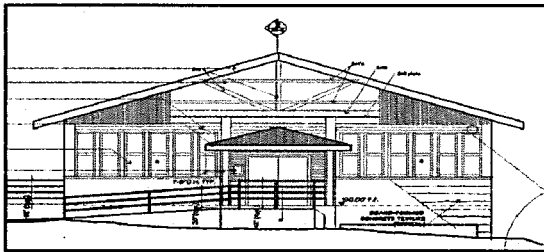
Inangokkon Inadahi Guahan

Vision

Historic Preservation on Guam is a public responsibility that is shared through education, cooperation, and advocacy all linking to Guam's cultural heritage.

Mission

The Guam Preservation Trust will preserve and protect Guam's historic sites, culture, and perspectives for the benefit of our people and our future.



Guam Preservation Trust Programs

The following are programs intended and envisioned by the Guam Preservation Trust to preserve and protect Guam's historic sites, culture, and perspectives for the benefit of our people and our future.

I. Historic Property Documentation and Register Nomination

This program assists in the documentation of the historic significance of places, objects, structures, buildings, and sites, and in the formal process for registration and nomination for listing on the Guam and/or National Register of Historic Places. A prerequisite for eligibility to this program requires a review and determination of priority level by the Historic Resources Division, Guam Department of Parks and Recreation.

FOCUS Projects for 2016:

- Historic Landscape Designation
- Guam's Latte Site Assessment
- Nomination for Local and National Register of Historic Places

II. Public Interpretation and Presentation

This program provides assistance in the interpretation and presentation of one or more historic properties for public appreciation and enjoyment. The following are categories in the interpretation and/or presentation of historic properties:

- Events, performances, or programs in direct association with specific historic resources;
- Publication of information regarding historic resources and their associations; and
- Education tools to assist educators in presenting lessons directly related to historic properties

FOCUS Projects for 2016:

- Village Historic Trails
- Program to Conserve Guam's Flora and Fauna
- Preservation Outreach and Awareness
- Preservation Educational Scholarship and Internship Programs
- Preservation/Conservation Integrated Program
- Village History Projects
- Historic Preservation Competition
- Historic Preservation Capacity Building Conferences and Forums
- Historic Preservation Service Learning Program
- Historic Preservation and Climate Change

III. Architectural History

This program focuses on architectural research and documentation of historic structures. The following are category objectives in architectural history:

- Detailed documentation or recordation of a specific structure or set of structures guided by the Written Historical and Descriptive Data Guidelines.
- Original research in architectural practices and influences in relation to a specific structure or set of structures

- Compliance projects that produce excessive burdens on private, noncommercial land owners, in accordance with adopted GPT policies.
- Projects designed to complete site documentation of known but poorly described archaeological sites in areas not part of a proposed development.
- Original research that addresses topics of outstanding general significance and that is well designed and focuses on tests of specific, well-framed research questions. Such research should expand existing knowledge and be of strategic importance for interpreting aspects of prehistoric or historic culture and society.

FOCUS Projects for 2016:

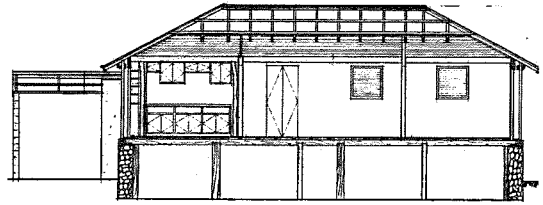
- Archaeology Research
- Archaeology Field Schools

VIII. Miscellaneous

The miscellaneous program provides for potential consideration of proposals that can be justified according to the purposes of GPT but which do not fall within the programs listed. A proposal submitted in this category must have strong justification with respect to how it advances the purposes of GPT and how it will provide a public benefit commensurate with the costs proposed.

FOCUS Projects for 2016:

- Community Based Preservation
- Hafa Adai Spirit
- Guam Preservation Trust Development Campaign



For more information contact:

The Guam Preservation Trust

P.O. Box 3036, Hagåtña, Guam 96932

167 Padre Palomo Street

Hagatna, Guam 96932

Tel: (671) 472-9439/40

Fax: (671) 477-2047

Email: jgpreservation@guam.net

Website: www.guampreservationtrust.org

NOTES:



GUAM PRESERVATION TRUST Inangokkon Inadahi Guahan

Grant Application Information

Each year the Guam Preservation Trust Board of Directors allocates grant funding with the following deadlines:

Grant Cycle 1: January 5 - 4:00 P.M. Chamorro Standard Time

Grant Cycle 2: August 5 - 4:00 P.M. Chamorro Standard Time

Note: Should the deadline fall on a weekend or holiday, the application should be submitted the following business day by 4:00 P.M. Chamorro Standard Time

All grants are discretionary and subject to the availability of funds

Eligibility Information

- Applicants may be individuals, community organizations or societies, community galleries or museums, religious or faith-based organizations, humanities councils, registered non-profit organizations, ethnic clubs, festival sponsors/organizers or educational institutions
- An individual applicant must be a U.S. Citizen and resident of Guam. Individual applicants who do not meet the above

criteria may affiliate themselves with a recognized Guam-based organizations for sponsorship.

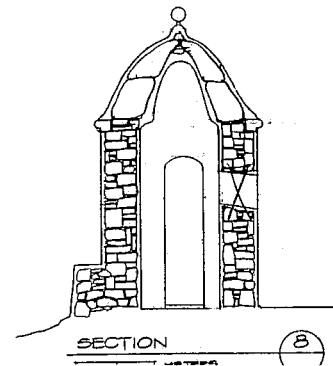
- Government entities may apply. However, such grant applications are governed by Public Laws 20-151, 21-07, and 27-89, which prevents the use of GPT funds for operational expenses.

Program Areas of Interest

Program areas of interest for this Grant Application can be found in the *FOCUS Projects for 2015* under the GPT Programs

Cost Share

GPT requires a cost-share by each grantee either in cash or in-kind contributions for the grant proposal



Criteria for Proposals

The following criteria will be applied in the evaluation of all grant proposals:

CRITERION 1: Introduction and Project Overview/Summary (10pts)

This criterion provides an overview of the proposed project:

- Applicant Name
- Project Title
- Duration of the Project
- Project Goals
- Project Objectives (not activities)
- Expected Outcome(s) of the Project
- Project Location
- Introduction of the Proposed Project

CRITERION 2: Need for Assistance (25pts)

This criterion should indicate the relationship between the proposed project and the GPT program or program areas of interest applied under, and the applicant's long-range goals:

- Need for Assistance
- Applicant's long-range goals

CRITERION 3: Project Approach (20 pts)

This criterion should indicate the applicant's project strategy to include:

- Partnership planning (Community involvement in the planning of the project)
- Implementation plan
- Accessibility to the general public

CRITERION 4: Organizational Capacity (25pts)

This criterion should indicate if the applicant/organization has staff with the necessary knowledge, skills and expertise to successfully manage the project and funds if awarded:

- Applicant Organization and cooperating partner organizations
- Applicant organizational structure
- Project staff biographies and position descriptions.
- Program management capacity.
- Fiscal management capacity.
- Partnership agreements, letters of commitment, etc.

CRITERION 5: Project Impact and Evaluation (20pts)

This criterion should indicate an impact statement and an evaluation process to determine successful outcomes:

- Expected project impact.
- Evaluation and monitoring process.

Non-Criteria

- Proposals are not evaluated solely on the dollar amount requested, except when the budget total exceeds a ceiling amount established by the GPT Board.
- Proposals are not evaluated on their potential for financial gain for either GPT or the applicant.
- Proposals that were previously disapproved are not penalized upon revision and resubmission.

Reporting Requirements

Successful grantees/applicants are required to submit timely interim progress and financial reports (usually quarterly) to the Guam Preservation Trust Office. A complete final and narrative report must be submitted sixty (60) days after the project's completion. The last increment of the grant is paid upon acceptance of the final report and a notarized affidavit of payments of debts and claims is submitted.

Grant Process

The Application review process is as follows:

■ Application Form

The Grant Application must be completed with supporting documentation and submitted by the grant deadline before introduction to the Board of Directors. Applications will be evaluated on the basis of this form as well as required supporting documents.

■ GPT Staff Review

The application is initially screened by GPT Staff for thoroughness and prepared for review by the Grant Evaluation Committee.

■ Introduction to Board of Directors

Each application is introduced at the board meeting and is referred to the Grants Evaluation Committee for assessment.

■ Grant Evaluation Committee Review

A minimum of three members of the GPT Board reviews the application and makes a recommendation for approval or disapproval to the Board.

■ GPT Board Meeting

Board members discuss and then vote for approval or disapproval.

■ Notice of Action

Applicants are informed of the GPT Board's decision and, when a proposal is disapproved, the applicant is notified and provided with a rationale for the disapproval.

The Guam Preservation Trust

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Guam Preservation Trust Application Package

Important Instructions

Summarize your proposed project in the following order on a separate sheet of paper:

1. Identify the GPT Grant Program that this application is submitted under and explain how your proposed project will further the GPT Program's goals.
2. Describe how and when this project was originally conceived and by whom.
3. Identify who is involved in designing and implementing this project. Who are the technical experts (i.e. administrative, cultural consultants, archaeologists, anthropologists, linguists, etc.) identified for the project.
4. Explain the project objective(s) and method(s).
5. Provide a review of pertinent literature as necessary.
6. Attach supporting documents as necessary (i.e. justifications, personnel qualifications, resumes, etc.).
7. Briefly explain the significance and the anticipated benefits of the proposed project.
8. Give a brief description of the final documentation or product of the proposed project to be submitted to the Guam Preservation Trust.
9. If the Applicant is an organization, please provide a brief statement of the organization's mission and a concise summary of its overall activities.
10. Budget: A detailed budget with justification is required.
11. If project includes other funding, identify all source(s) and amount(s).
12. Will this project require the hiring of employees? Please explain.

GUAM PRESERVATION TRUST

Grant Proposal Guidelines

GENERAL GUIDELINES

- ✘ Applications must fall within the categories specified by the Program Descriptions.
- ✘ Proposed activities should take place entirely or substantially within the Territory of Guam.
- ✘ Applicants should concentrate their grant proposals on topics related specifically to Guam.
- ✘ Grant applications should be completed in full, regardless of the scope or the amount budgeted.
- ✘ Proposed projects must demonstrate a clear commitment to authenticity and preservation.
- ✘ Grant projects must be balanced and non-partisan

WHO MAY APPLY

- ✘ Applicants may be individuals, community organizations or societies, community galleries or museums, religious organizations, humanities councils, registered nonprofit organizations, ethnic clubs, festival sponsors/organizers, or educational institutions.
- ✘ Individual applicants must be U.S. citizens and residents of Guam. Individual applicants who do not meet the above criteria may affiliate themselves with recognized Guam-based organizations for sponsorships.
- ✘ Government entities may apply. However, such grant applications are governed by Public Laws 20-151, 21-07, and 27-89, which prevent the use of GPT funds for operational expenses.

BUDGET GUIDELINES

Applications for grants must comply with the guidelines and requirements listed below.

- ✘ Budgets must be submitted in detail on separate sheet(s) of paper. The heading: "(Name of Grant) Budget" must be at the top of the page.
- ✘ Budget should include all applicable costs, such as staff, supplies, equipment, and miscellaneous.
- ✘ Budgets should be divided into sections by category (such as staff, supplies, etc.) and then itemized and subtotaled within each category and subcategory.
- ✘ A glossary of technical terms should be provided as an attachment to the proposed budget (if applicable).
- ✘ In-kind contributions (if any) should be included.

PROHIBITED COSTS

- ✘ Purchase of equipment.
- ✘ Rental of office/storage space, except for approved museum collections.
- ✘ Salaries of full-time positions or positions considered by the GPT to be full time and not related specifically to the project.
- ✘ Mileage.

ALLOWABLE COSTS

The following is a list of budget items typically considered as allowable costs.

- ☒ Fees for personnel involved in the grant project.
- ☒ Costs for materials and supplies related to the development and implementation of the project.
- ☒ Costs for contractual services (such as renting equipment or professional assistance) to be provided as part of the grant project.
- ☒ Acquisitions, collection, care, and conservation costs.
- ☒ Modest costs associated with training community members to perform continuing work in documenting, preserving, and enhancing historic places and perspectives
- ☒ Direct costs of mounting exhibitions, displays, or presentations that promote the preservation of and education of historic places

The costs described above do not comprise a definitive list. Other costs may be allowed at the discretion of the GPT Board.

- Requests for general operating support or assistance with annual funding needs, except as an allowable portion of requests to support specific projects
- Requests in conflict with the spirit of Public Laws 21-151, 21-07, and 27-89.

For questions or inquiries:

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GUAM
INANGOKKON
PRESERVATION
IN ADAHI GUA'HAN
TRUST

GUAM PRESERVATION TRUST

Grant Application

Submission Date: _____

Project Title: _____

Applicant's Name: _____

Applicant's Address: _____

Telephone: (W) _____ (H) _____

Email: _____

Duration of Project: _____ To _____

Amount Requested: _____

Project Location: _____

Check (✓) One:

New Proposal

Old Proposal with Changes Date of Previous Submission: _____

Old Proposal without Changes Date of Previous Submission: _____

Type of Application (Check (✓) One):

New Grant

Continuing Grant

Supplemental Grant

I have made such steps as are necessary to verify the information given in this application package and, to the best of my knowledge and belief, all information is true, correct and accurate:

Applicant's Signature: _____



GUAM
INANGOKKON
PRESERVATION
INADAHI GUA'HAN
TRUST

GUAM PRESERVATION TRUST

Interim Grant Report

Date: _____

Project Title/No: _____

Applicant's Name: _____

Has address changed since last report? ____ Yes ____ No

Applicant's Address: _____

Has contact numbers &/or email changed since last report? ____ Yes ____ No

Telephone: (W) _____ (H) _____

Email: _____

Grant Period: _____ To _____ Report # ____ of ____

Reporting Period: Quarterly Bi-monthly Monthly

On a separate sheet:

1. Describe your progress to date. Narrative should discuss the progress of the project in relation to the scope of work and methods stated in the grant application;
2. Give detail accounting of all grant funds expended: a). during this reporting period; and b). grant funds expended to date. Expenses should be itemized by category as listed in the grant application budget.
3. Have personnel changed? Is so explain.
4. List any concerns regarding this grant.

I have made such steps as are necessary to verify the information given in this application package and, to the best of my knowledge and belief, all information is true, correct and accurate:

Applicant's Signature: _____

Print Name: _____