



COLORADO HISTORICAL SOCIETY

STATE HISTORICAL FUND

GRANTS FOR
HISTORIC PRESERVATION

ARCHAEOLOGICAL ASSESSMENT GRANT APPLICATION

Version 2-2010

1560 BROADWAY, SUITE 400 DENVER COLORADO 80202 TEL 303/866-2825 FAX 303/866-2041

STATE HISTORICAL FUND ARCHAEOLOGICAL ASSESSMENT GRANT APPLICATION

Introduction

Archaeological Assessment Grants from the State Historical Fund provide funds for the collection and evaluation of archaeological information for the purpose of creating a plan for additional work or site preservation.

Archaeological assessment is defined as the evaluation of the condition and archaeological potential of archaeological sites or historic sites with archaeological resources. Limited geographical areas with known but unrecorded or poorly recorded archaeological resources are also eligible for evaluation. The evaluation may include a literature review, surface reconnaissance, limited testing, artifact analysis (new or existing collections) or any combination of these activities, and should follow the scope of work provided in this application package. Applicants need only sign the enclosed scope of work form.

Types of Archaeological Assessments

Two types of assessments are possible: site specific and small survey. Site-specific assessments involve previously identified sites that lack sufficient information to plan for future work at the site, including excavation, preservation and interpretation. Site-specific assessments may also include testing to determine extent and nature of subsurface deposits.

Small survey assessments involve the survey and evaluation of areas with known but unrecorded or poorly recorded archaeological resources. Often the area to be surveyed is defined by the proposed use of the area—such as possible Open Space acquisition, a new park or trail, or an area endangered by a variety of threats.

Eligible Sites and Areas

Sites and areas are eligible for funding if, based on previous recordings or other knowledge of the resource, they exhibit a high potential for research or interpretation and would benefit from a plan for future work or preservation. These grants also provide an opportunity for people who are planning a future State Historical Fund grant application that includes ground disturbance of anticipated archaeological deposits. This also applies to potential grant applications involving the treatment of historic structures that may contain historical archaeology resources. Individuals or organizations applying for State Historical Fund Acquisition and Development grants for historic structures are encouraged to conduct an Archaeological Assessment of their historic property prior to any ground disturbance activity. It is important to remember that the grant is for evaluation and planning for future work or preservation efforts at the site or area, and is not for conducting direct preservation, mitigation, or interpretation activities.

Available Funds

In order to participate in this non-competitive program, your request may not exceed \$10,000. Larger amounts are available through the competitive process. Although a cash match is not required for these grants it is strongly encouraged. It is unlikely that grants for properties owned by private individuals or for-profit entities will be made in the absence of a substantial cash match (i.e. less than 50%). **State Historical Fund funds can not be used to cover indirect or grant administration costs.**

Application Procedures

Applications for Archaeological Assessment Grants are accepted at any time during the year. Grants can only be provided to public entities and not-for-profit organizations. It is strongly recommended that a professional archaeologist be closely involved with the grant application preparation. Any archaeological work conducted under the grant must be performed by a professional archaeologist. Potential applicants are encouraged to contact State Historical Fund staff archaeologist Thomas Carr at 303-866-3498 and State Historical Fund outreach staff at 303-866-2825 prior to submitting an application.

HOW TO COMPLETE THE STATE HISTORICAL FUND ARCHAEOLOGICAL GRANT APPLICATION

Please submit one original and one copy of the application to the State Historical Fund, 1560 Broadway, Suite 400, Denver, CO 80202. Applications are accepted at any time. A complete application will consist of the following:

- A. **COVER LETTER** This should be a one-page letter providing a brief introduction to the project.

- B. **ORGANIZATION SUMMARY** (Use enclosed form). This form provides the basic information about the project and the applicant organization. Remember that grants can be made only to public entities and not-for-profit organizations. If the property that is the subject of the assessment is privately owned, call the State Historical Fund office for advice.

The first signature line is mandatory for all projects, and must be signed by the Legally Authorized Representative of the applicant organization. The second signature line must be signed by the legal owner of the property. This is necessary only when the applicant is not the owner of the property that is the subject of the grant application. All signatures must be original (“wet”) signatures.

- C. **NARRATIVE.** Please address each of the following topics: (preferred length not to exceed three pages).
 - 1. Description of the importance of the site or survey area and why this project is timely
 - 2. Justification of the need for an assessment and its anticipated use
 - 3. Overall public benefit and public/professional support
 - 4. Proposed methodology and, if known, project staff
 - 5. Long term plans for the site or survey area

- D. **ATTACHMENTS. Items #1 & #2 are required for all applications.**
 - 1. **ATTACHEMENT 1 - SCOPE OF WORK AND TIME TABLE** (use form provided). This is an outline of major activities with an anticipated schedule for completing those activities. An outline for the required scope of work is provided in this package. Applicants must fill out the Project Timetable section and sign at the bottom of the form.
 - 2. **ATTACHMENT 2 – BUDGET** (use form provided)
 - 3. **ADDITIONAL ATTACHMENTS** (optional but recommended). This can be maps, photographs, earlier recordings, or any materials that will help the reviewer better understand the proposed project.

Additional Assistance

If you have any questions or need assistance, please contact Director of Public Outreach Cynthia Nieb at 303-866-2809 or Staff Archaeologist Thomas Carr at 303-866-3498 or thomas.carr@chs.state.co.us.

ARCHAEOLOGY ASSESSMENT APPLICATION
ORGANIZATION SUMMARY

ORGANIZATION NAME: _____

ORGANIZATION ADDRESS (per W-9): _____

EMPLOYER ID #: _____

CONTACT PERSON: _____

(Name/Title)

CONTRACT PERSON'S ADDRESS: _____

(if different than applicant organization's address)

PHONE: Office _____ Fax _____ E-Mail _____

LEGAL PROPERTY OWNER: _____

(if different than applicant organization)

LEGAL PROPERTY OWNER ADDRESS: _____

PROJECT IDENTIFICATION

Project Type (Check One): Site Specific _____ Regional _____

NAME OF PROPERTY/PROJECT: _____

SITE NAME AND NUMBER (if applicable): _____

PROJECT LOCATION: _____

BRIEF DESCRIPTION OF REQUEST: _____

AMOUNT OF REQUEST:

Grant Request: _____ Cash Match: _____ Total: _____

Signature of Legally Authorized Representative

Date

Signature of Legal Property Owner

Date

NAME OF APPLICANT: _____
NAME OF PROJECT: _____
PROJECT # (Leave blank) _____

Attachment 1
Scope of Work and Timetable

The purpose of this project is to conduct an archaeological assessment of a site or small geographic area, and includes the following components with and associated timetable for completion:

1. Documentation of qualifications for contracted archaeologist and state archaeology permit if necessary (including curation agreement with accredited repository if excavation and/or artifact analysis is involved).
2. Field assessment of the site/survey area comprising any combination of the following activities-- literature review, surface reconnaissance, limited testing, and artifact analysis.
3. Report document using the following outline:
 - I. Title Page (including project name, type of assessment, county, author, organization, grant number, and date)
 - II. Abstract (including a brief description of the site, the reason for the assessment, the general location, and brief summary of results)
 - III. Table of Contents (including a list of tables, maps, and figures)
 - III. Introduction
 - IV. Culture History and Previous Work
 - V. Statement of objectives (a brief statement of the objectives of the assessment)
 - VI. Methods Employed (a brief statement of the methods used to address the objectives)
 - VII. Evaluation and Recommendations
 - A. Evaluation of significance in relation to National and State register nomination.
 - B. Resource management recommendations
 - C. Recommendations for further work and associated budgets.
 - VIII. Summary and Conclusions
 - IX. Bibliography
 - X. Maps and Illustrations
4. Colorado Historical Society, Office of Archaeology and Historic Preservation Site Forms.
5. Artifact Catalogue (If excavation and/or artifact analysis is involved)

Project Timetable

Task _____ Schedule _____

Task _____ Schedule _____

Task _____ Schedule _____

Task _____ Schedule _____

Task _____ Schedule _____

Task _____ Schedule _____

I have read and understand that if my grant application is accepted and funded this will be the Scope of Work for my contract with the State of Colorado. My enclosed budget is based on this Scope of Work.

Signature _____ Date _____

