

**CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
STATE HISTORIC PRESERVATION OFFICE  
Survey and Planning Grants  
NOTICE OF FUNDING OPPORTUNITY  
May 20, 2024**

**FUNDING SOURCE**

Survey and Planning Grants are funded by the Community Investment Act. All grants require a dollar-for-dollar match except for:

- Historic Resources Inventories
- Construction level Plans and Specifications *that will support an application to the **Historic Restoration Fund Grant Program***
- State and National Register nominations.
- Geophysical Surveys of Human Burials

Due to limited funding, all grants are capped at \$20,000, *including those for Historic Resources Inventories, and Supplemental CLG grants*. The grant for Geophysical Surveys of Human Burials caps at \$5,000.

There will be \$480,000 available for Survey and Planning grants. Grant awards will range from \$5,000-\$20,000. We anticipate awarding 20-30 applications for the entire fiscal year.

**KEY DATES**

Applications can be submitted at any time, but there are certain dates by which an application must be received in order for there to be time to review it and place it on any specific agenda of the Historic Preservation Council (HPC), which meets on the first Wednesday of the month to discuss and vote to award grants.

The first round of applications will be placed on the **August 7, 2024 agenda**. We anticipate a larger number of applications than usual for the first round of funding, so the deadline for that agenda is **June 14, 2024**. Please note that depending on how many eligible applications we get, your application may not be placed on the August agenda. All eligible applications received by June 14 will be placed on the August or subsequent agenda. Those received after the June 14 deadline will be placed on subsequent agendas while funding is available.

The deadlines for agendas for the remaining year are as follows:

<b>Meeting Date:</b>	<b>Deadline</b>
September 11, 2024	August 9, 2024
October 2, 2024	September 6, 2024
November 6, 2024	October 4, 2024
December 4, 2024	November 8, 2024

Please note that there will be no applications placed on the January 2025 agenda as it will be taken up with HRF applications.

### **ELIGIBILITY**

Please visit our website for a complete list of eligible activities funded by the Survey and Planning Grant. [Survey and Planning Grants \(ct.gov\)](http://www.ct.gov/surveyandplanning)

**You must be a municipality or a 501 c 3 or 501 c 13 non-profit organization to be Eligible to apply.**

### **APPLICATION AND SUBMISSION INFORMATION**

The application is available on our website in Word and fillable pdf. Form [Survey and Planning Grants \(ct.gov\)](http://www.ct.gov/surveyandplanning) If you have trouble accessing the application on our website, please contact Mary Dunne at [mary.dunne@ct.gov](mailto:mary.dunne@ct.gov).

Applications can be submitted via email: [mary.dunne@ct.gov](mailto:mary.dunne@ct.gov) or regular mail:

Mary Dunne  
Department of Economic and Community Development  
State Historic Preservation Office  
450 Columbus Blvd.  
Suite 5  
Hartford, CT 06103

### **REVIEW CRITERIA**

Applications will be reviewed and scored using the following criteria:

#### **Project readiness: 50%**

Is application complete and is match (as applicable) in place? Please review the guidelines for required information that must be included in the narrative. Use the application checklist to ensure all items have been submitted.

#### **Urgency of project: 25%**

Are there any public health and safety concerns or active threats to the resource?  
If you are planning to apply for HRF funding, please state this in your narrative. Most HRF grants require a condition assessment, then construction level plans and specifications prior to applying for the HRF grant program.

#### **Strong community engagement and use of the building as demonstrated in narrative 20%**

#### **Funding request with the goal of distributing the funding to as many applicants as possible. 5%**

**PLEASE DO NOT HESITATE TO CONTACT THE GRANT MANAGER WITH ANY  
QUESTIONS ABOUT YOUR PROJECT ELIGIBILITY OR THE APPLICATION PROCESS**

Survey and Planning Grant Manager:

Mary Dunne

[Mary.dunne@ct.gov](mailto:Mary.dunne@ct.gov)

(860) 500-2356