

National Park Service
Preservation Assistance Programs
State, Tribal, and Local Plans & Grants Division

Accomplishments Under State Law -- Annual Products Report

STATE: _____

TELEPHONE: _____

CONTACT FOR THIS FORM: _____ E-MAIL: _____

FEDERAL FISCAL YEAR: 20 (October 1.20 September 30, 20)

Please read "**Guidance for Completing the Accomplishment Under State Law -- Annual Products Report.**" This guidance defines terms, explains what to count, answers frequently-asked questions, etc.

1. State Register Program

a. During the reporting period, other than your State inventory, did your State have a list of designated historic properties (such as a State register of historic places)? Yes No

b. If the answer to question 1a is "No," please leave question 1b's blank empty and proceed to question 2a. If the answer is "Yes," during the reporting period, how many historic properties (i.e., contributing properties) did your State add to your State register? _____

2. State Tax Incentives Program

a. During the reporting period, did your State have a historic preservation tax incentives program under State law that could be used to benefit (directly or indirectly) historic properties? Yes No

b. If the answer to question 2a is "No," please leave question 2b's blank empty and proceed to question 3a. If the answer is "Yes," during the reporting period, how many historic properties did your State assist through the State's historic preservation tax incentives program? _____

3. State "Bricks and Mortar" Grants/Loans Program

a. During the reporting period, did your State have a State government-funded (i.e., not Federal or matching share-funded) historic preservation grants/loans program that could be used for rehabilitating/restoring/preserving historic properties? Yes No

b. If the answer to question 3a is "No," please leave question 3b's blank empty and proceed to question 4a. If the answer is "Yes," during the reporting period, how many historic properties did your State assist through your State-funded historic preservation grants/loans program? _____

(Continued on next page)

STATE:

(Annual Report --Continued from the previous page)

4. State Regulatory Review and Compliance Program

- a. During the reporting period, did your State have a State law (or laws) that protect(s) historic properties through a regulatory review and compliance process (e.g., a State-level review of State government undertakings or proposed changes to historic properties)? Yes No
- b. If the answer to question 4a is "No," please leave question 4b's blank empty and proceed to question 5a. If the answer is "Yes," during the reporting period, how many historic properties did your State review for compliance with your State's historic preservation regulatory law(s)?

5. State Property Acquisition Program

- a. During the reporting period, aside from eminent domain, did your State have a program that could be used to acquire (and/or help others to acquire) historic properties in whole or in part through purchase, donation, or other means? Yes No
- b. If the answer to question 5a is "No," please leave question 5b's blank empty. You have finished the Annual Report. If the answer is "Yes," during the reporting period, how many historic properties did your State government acquire (and/or help others to acquire) in whole or in part through purchase, donation, or other means? _____

Notes/Comments:

Thank you for filling out this form. Please send it, no later than _____ to:

State, Tribal, and Local Plans & Grants Division Attention: John Renaud
 Preservation Assistance Programs
 National Park Service
 1201 Eye Street NW (Organization Code 2256)
 Washington, DC 20005

Alternatively, feel free to send the report to John Renaud by fax at 202-371-1794 or by e-mail at John.Renaud@nps.gov. If you want an electronic (Word) version of this format and accompanying guidance, please contact John by e-mail. If you have any questions, please contact John by telephone at 202-354-2066, by fax, or by e-mail.

Because of its long-term uses, it will never be too late to provide this report's information. For information collection burden language, see the guidance for completing the report.

**National Park Service
Preservation Assistance Programs
State, Tribal, and Local Plans & Grants Division**

**GUIDANCE FOR COMPLETING
THE NATIONAL PARK SERVICE
ANNUAL PRODUCTS REPORT FOR STATES**

1. **What is the purpose of this report?**

The data that you provide each year contribute to documenting those achievements of the national historic preservation partnership that States accomplish under State law. The data that we request all relate to key program elements for each State historic preservation program; i.e., the designation and protection of historic and prehistoric properties. This report focuses on State accomplishments under State laws and programs. We have information from other sources concerning State contributions to historic preservation under Federal law and programs. This report's data provide critical information and documentation for the Administration's and the Congress' budgetary decision-making process. The results of each year's report are currently available on spreadsheets. On a long-term basis, we plan to post on the web the results of the report. In this way, we can share information about your program and achievements with your colleagues and with the public. We also expect that this information will be useful to you. This information can be helpful in explaining to your decision-makers some of what you have accomplished for historic preservation during the year. We are seeking this information because it is not available anywhere else on a national basis.

2. **In the categories that you ask about, we have done nothing (or very little). Do you want us to send you a report with such low numbers?**

Your report is valuable to us no matter how little you have to report. The Annual Report only asks five questions involving numbers. Many States respond to the questions by answering "0" or "1" because A) one of their programs is just getting started, 2) they had other historic preservation priorities for that reporting year, 3) the level of public demand was low for the program, 4) there was not much left to do in that program area, or 5) because of a myriad of other reasons. We make no judgments of the quality of your program based upon the numbers that you supply in your annual reports. Don't worry about not having much to report for a given year. We recognize that the categories that we ask about do not cover all of the State Historic Preservation Office's activities.

Small State Historic Preservation Offices with not much action in the categories that the National Park Service asks about are just as important as big State Historic Preservation Offices with a lot of action. Each year, roughly half of the 59 States respond to the annual report. We then extrapolate the figures from the reporting States to produce national estimates for all States. Thus, the more States that report, the more accurate the projections will be. Given that there are as many States with little activity in the requested categories as there are States with a lot of activity, it is important that as many States with little activity report as possible; otherwise our national projections will be too high.

Finally, it is useful to know which kinds of historic preservation programs your State has the legal authority to carry out. This helps NPS to describe the national historic preservation partnership program as a whole.

3. **Do we have to use the form that NPS has provided?**

No. We care more about the content of the data that you provide than we care about the format in which you provide it or the medium by which you transmit it to us. As long as NPS can clearly tell which data relates to which question on the form and you provide information corresponding to every blank on the form, we are satisfied. E-mail messages, spread sheets, State report pages, etc. are all acceptable.

If you do choose to report to NPS using a different format, please be explicit about which parts of your format match with each of the NPS form's questions. Also, please ensure that the guidance for completing the alternative form is consistent with the guidance in this document.

4. **What definitions or special instructions do I need to know to properly complete this report?**

"Designation" as used in this document means that the State government has officially identified the property as historic. Many States have two levels of designation. That is, one level of designation is an evaluation of significance that carries no consequences (e.g., the State inventory). The other level of designation carries consequences such as eligibility for benefits or some level of protection. States often refer to this second level of designation as the "State register," the "State landmarks list," etc.

The **"Federal fiscal year"** begins on October 1 and ends the following September 30. For example, FY 2014 lasted from October 1, 2013, through September 30, 2014.

"Historic Property" means a property that, regardless of government action (i.e., whether it is listed or not), meets the eligibility criteria for listing in your State register or for listing in the National Register of Historic Places. A historic property can include archeological as well as above-ground resources. Other properties are outside the purview of this questionnaire. In some States, this term is equivalent to "historic resource," "historic landmark," or some other similar term.

Notes, Paradoxes, and Anomalies. If you wish to, please feel free to use the "Notes/Comments" section to explain your answers, paradoxes, or anomalies. For example, it would be very unusual for a State's accomplishments to merit identical, large numbers as the answer for multiple questions. Similarly, if a very large number is the answer for a question, it would be a good idea to explain the accomplishment in the "Notes/Comments" section. Thus, NPS will feel confident that the large number is not a typo and, more importantly, such information might merit explicit mention in a State/NPS narrative report. Also feel free to use the "Notes/Comments" section to identify noteworthy accomplishments even if they are not large.

Number Blanks — Numbers Only. For the "how many properties" questions, do not use a check, an "X", or words such as "same as last year," "several," or "unknown." If you are not sure what the correct answer is, please make your best estimate.

Number Blanks — When to Complete/Relationship to "Yes" and "No" Boxes. If your State offered the program during the reporting period, please fill in each blank for questions 1b, 2b, 3b, 4b, and 5b with a number. Insert "0" if the subject matter applies, but there was no activity during the last completed Federal fiscal year.

If the subject matter does not apply to your State government's historic preservation programs (i.e., you answered "No" to the "did you have the program" question, leave the related "historic properties" question's

blank empty. For example, you should leave the blank empty for question 2b if your government does not have a State government preservation tax incentives program and you answered "No" for question 2a.

Generally, for every State program for which you entered a "No" in question 1a, 2a, 3a, 4a, or 5a, we would expect to see an empty blank in question 1b, 2b, 3b, 4b, or 5b. Conversely, if you entered a "Yes" for any "did you have a program" question, we would expect to see a number in the corresponding "how many properties" question

"**Program**" means the legal authorization/authority (created by legislation or by administrative action) to conduct a series of activities. As long as the authorization/authority exists, the program exists regardless of whether or not the authorization/authority has been exercised during the reporting period.

"**Protection**" as used in this document means that because of government action, a historic property retains those elements that make the property historic.

"**Yes**" and "**No**" **Boxes**. For questions 1a, 2a, 3a, 4a, and 5a, please mark or circle the "Yes" or "No" box as appropriate. If the program existed at any time during the reporting period, please answer "Yes," even if the program no longer existed by September 30th.

5. **We don't use (he same terminology that appears on the form and in this guidance. Do we have to change how we refer to things?**

That decision is your choice. A national report needs to use national terms that follow Federal statutes and policy. For your own purposes, you should use terms that make sense to you. All we ask is that you know how your terms relate to the national terms because we won't understand the relationship. Therefore, for this report please make the conversion from your terminology to the national terminology,

6. **The fiscal year in our State does not match the Federal Fiscal Years What should I do in preparing this report?**

Our first preference is that you convert your fiscal year's results to the Federal fiscal year. This is because we are preparing a report for Federal decision makers about accomplishments during a given fiscal year.

If our first preference is not readily achievable for you, please pro-rate/estimate your fiscal year's results for conversion to the Federal fiscal year. An estimate of what was accomplished during the Federal fiscal year is better than no response at all. For example, if your government's Fiscal Year 2014 began on July 1, 2013, and ended on June 30, 2014, your results converted to the Federal FY 2014 would be a combination of nine month's (or 75 percent) of your State's FY 2014 results plus three months (or 25 percent) of your State's FY 2015 results. If your FY 2015 (in this example) is not yet over when you prepare this report, make an estimate now and send us an update later if needed.

If neither our first nor our second preferences are readily achievable for you, provide the results in accordance with your fiscal year. We would rather have data that is partially from the wrong fiscal year than have no response at all.

7. **How do I report on historic properties whose protection is not carried out or monitored by my office?**

You don't have to. For the purposes of this inquiry, report only on those historic properties whose designation or protection has involved your office in some way; e.g., through review, approval, project administration, covenant or easement oversight, etc. or for which your office has the data.

8. **We don't have anything called a "State register." but we do have other lists of historic properties created under State law. Should I count those? Should I count the properties in the State inventory? Should I include State-owned properties?**

Do not report on the State inventory. That is a Federal requirement and you already provide us information on the inventory.

Do report on other lists created under State law as long as you can count the number of historic properties. We are asking for information on the designation of a property or properties as "historic." Usually, but not always, when a historic property is added to a State register, the property receives some level of protection under State law and/or becomes eligible for some sort of State government benefits.

With regard to State-owned properties, you should count them only if they are subject to State historic preservation laws/policies. For the purposes of this report, ownership of the property does not matter.

9. **Is there a relationship between the State Register questions and the other questions in this report?**

Yes. If your State has a State Review and Compliance program, a State tax incentives program, and/or a State "bricks and mortar" grants/loans program, it most likely also has the legal authority to create/modify listings in a State Register, even if no State designation has taken place for a while. This relationship is due to the fact that most States have a mechanism through which historic properties are made eligible for State benefits and/or made subject to State restrictions.

Because of the consequences under State law that often attend being added to a State register, in the multiyear, cumulative baseline context, a State will always have more historic properties in its State inventory than it has on its State register. The annual additions to each will vary.

10. **How should I count historic districts?**

Do not count a district as a single property. Count the total number of buildings, structures, sites, or objects that contribute to the significance of the district. If you do not know the number of contributing properties, please provide your best estimate of the number. NPS takes this position because historic preservation decisions tend to affect individual properties within a district rather than the district as a whole.

11. **Last year, due to demolition (or other reasons), we had to remove some properties from our State register. Do you want us to adjust our annual figures for the State register to reflect those losses?**

No. Just report the number of historic properties newly added to your State register. We don't want to have your successes obscured by your losses. However, if you have readily available an estimate of the number of properties removed during the reporting year, feel free to give us that information in the notes/comments section. In such a situation, it would also be helpful to provide updated cumulative baseline figures in the following year. For example, the impact of properties demolished during FY 2014 would be reflected in adjusted cumulative baseline figures in the FY 2013 multi-year cumulative Baseline Questionnaire.

12. **For some of our State programs, the main purpose is not historic preservation, but the programs protect historic properties as an incidental consequence. Housing programs are a good example. Should I count historic properties that are protected by those programs?**

Yes. If historic properties are protected and your office is involved or has the data, count the properties protected by those programs.

13. **Some historic properties are protected more than once (e.g., tax benefits achieved and permits reviewed). Should I count a property only once or each time that it is reviewed, receives a grant, etc.?**

Count a property each time that it is reviewed, receives a grant, etc. This approach gives you credit for all the protection that you give to a historic property, not just the initial instance. Note that for this reporting you do not have to know what happened to each historic property. What you need to know for this report are total figures for each category; i.e., the total number of properties listed, receiving tax benefits, etc.

14. **There are some State laws that require local government legislative action (e.g., passing an ordinance) for the law to go into effect. This sometimes occurs with regard to Tax Incentives and sometimes with regard other programs. Would this situation count as a local or a State program for the purposes of this report?**

It depends. See the analysis below.

The Situation. There is a State law that provides direct and/or indirect protection to historic properties. The State law a) rewards historic property owners for the historic significance of their properties, b) helps them to correct problems threatening the properties' significance, and/or c) requires the owners to maintain the properties for a specified period of time. The State law requires some degree of local government participation to implement the State legal authority. The State law might also require/authorize some level of participation by the State Historic Preservation Office (SHPO) to implement the law.

The Question. The National Park Service (NPS) asks States to report on accomplishments under State law and asks Certified Local Governments (CLGs) (either directly or through the SHPO) to report on accomplishments under local law. Should a State law/program that requires local action for the protection of historic properties be reported in the State Report, the CLG Report, or both?

Purposes and Principles. Some of the purposes for and principles behind the State and CLG reports will help answer the question.

- a. Both the State and the CLG reports are designed to help measure the success of the national historic preservation partnership. As official partners, both States and CLGs carry out historic preservation activities that are not paid for by Historic Preservation Fund (HPF) and matching funds. We want to give full credit to the historic preservation work that our partners do and avoid (where possible) the underreporting of accomplishments.
- b. The partnership work carried out outside of the HPF grant program is not reported on a national basis anywhere else. Therefore, the answer to the question must be one that does not lose the ability to get credit for the protection made possible by such a hybrid State law.
- c. NPS asks only for information that is (or should be) readily available. No record-keeping should be done solely for the purposes of these two NPS reports.
- d. Although the unit of measure for both the State and the CLG reports is the number of historic properties, what we are really counting is the number of times a historic property is protected. For example, if during the reporting period a historic property both is awarded a Certificate of Appropriateness and a local tax incentive, that situation counts as "two" (one in the Design Review category and one in the local tax incentives category). Thus, if the answer to the question is to count the properties protected in both the State and CLG reports, that would not be double counting.
- e. Often in historic preservation, there is not a clear division of responsibility for the result of an owner of a

historic property receiving a local benefit/protection under a State authorization/mandate. For example, to obtain a local protection, a sign-off on eligibility could be required from both the SHPO and the CLG Commission.

- f. Nationwide (and sometime within a single State) there can be a great deal of variability in the role of the State and the local historic preservation offices in the implementation of such a State hybrid law. It would be overly cumbersome and nearly impossible for NPS to try to describe and provide an answer to every possible fact pattern. Consequently, it makes sense to provide the range of possible answers and the criteria that should be applied in arriving at the appropriate answer for the particular situation.

The Answer. In the case of a hybrid law that is, a State law requiring some measure of local government participation to confer a historic preservation benefit -- depending upon the situation, it could be appropriate to report the resultant number of historic properties protected just in the CLG Report, just in the State Report, or in both reports. Apply the criteria below to help determine the appropriate response in a given situation, The Criteria.

- 1) Whose tax coffers are affected? For example, in a tax incentive situation, if the owner of a historic property receives only a local tax benefit, then it could be appropriate to report the protection in the CLG report.
- 2) Does the local government have any options in whether or not (or how) to take advantage of the State law? For example, if local government participation is mandatory and thus is acting solely as an agent of the State government, it could be reasonable to treat the program as a State program.
- 3) Which level of government is best able to keep track of the number of historic properties that take advantage of the property tax incentive? If only the SHPO or only the CLG has easy access to the information, that is where the program should be reported. One of the principles behind the NPS reports is that we are asking only for information that is (or should be) readily available. No record-keeping should be done solely for the purposes of these two NPS reports. The flip side of this criterion is that SHPO and/or CLG possession of the data is a good rationale to include the data in the State and/or CLG Report. We don't want to miss out on the data altogether.
- 4) Which level of government has to review the application to determine the property's eligibility to take advantage of the historic preservation benefit? A reasonable argument could be made that whichever level of government's historic preservation office makes the final decision regarding a historic property's eligibility for the benefit should get credit for the protection. On the other hand, if both the State and CLG historic preservation bodies are involved in the process, an equally good argument could be made that the final protection/benefit would not take place without the participation of both the State and the CLG and therefore the number of historic properties protected should be reported in both the State and the CLG reports.
- 5) Other criteria? Depending upon the particular situation, there may be other criteria that would aid in the decision of whether to report the number of historic properties protected in the State Report, the CLG Report, or both.

15. **Our historic preservation financial assistance programs (grants, loans, etc.) are not funded every year. Should I report on the historic properties protected by the program?**

It is helpful to think of this question in terms of legal authorization for funding being separate from the actual provision of funds.

Answer "Yes" to question 3a and report on the number of properties in the "grants/loans" blank (question 3b), if the State statute authorizing the financial assistance was still in effect during some portion of the reporting

year. If the authorizing statute was not in effect at all during the reporting year, and your State requires an authorizing statute for grant programs, answer "No" to question 3a and leave question 3b's blank empty.

If no authorizing statute was involved in the financial assistance program, answer "Yes" to question 3a and fill question 3b's blank with the number of newly protected properties if the financial assistance program was in effect during the reporting year. Otherwise, leave the blank empty.

For the purposes of the local historic preservation grant or loan blank, count a historic property if rehabilitation, restoration, preservation, etc. work (a.k.a. "bricks and mortar") is involved. Report elsewhere (e.g., under Acquisition) those properties that your local grants or loans assisted in other ways (e.g., to help a nonprofit organization purchase a preservation easement).

16. **We administer some grants from the Federal Government and our staff helps CLGs with some locally-funded programs when they need our expertise. Similarly, in some Federal financial assistance programs, the Federal funds are legally transformed into State funds. How should I treat these situations in completing the report?**

Count only properties protected through grants supported by funds coming from State government sources. Do not count grants from Federal (or matching) funds administered by State or local agencies (e.g., Historic Preservation Fund grants). Do not count locally-funded programs for which you provide technical assistance. These are counted elsewhere. However, if the funds are from State sources, count the benefiting historic properties on this form. See question 13 above for additional guidance in related situations.

Similarly, count in this report those few Federal programs that award funds to States and for which, as a matter of Federal law, those funds legally become transformed from Federal to State funds.

17. **Many of our historic preservation accomplishments are achieved through the financial support of the private sector or through non-profit organizations such as the National Trust's Main Street program. Should we include these achievements in our reporting on the number of historic properties that we protect through grants or loans?**

No. Although we recognize that a large percentage of current historic preservation would not take place without the financial support of non-profit organizations and the private sector, this report focuses on the achievements of State government historic preservation programs. However, action by one of these organizations does not prevent the counting of a property/protection if it simultaneously receives a State government benefit. One example would be a simultaneous Main Street and State register historic district designation.

18. **What should I count in the "State Regulatory Review and Compliance Program" blanks?**

For the purposes of the "State Regulatory Review and Compliance Program" blank, include only activities for which State law provided historic preservation protection in a regulatory setting; e.g., through a review or permitting process. Do not count (in these blanks) historic properties that State laws have protected through financial incentives (e.g., tax laws) or financial assistance (e.g., grants programs). Report that information elsewhere in the report.

19. **Sometimes we review/approve requests for demolition or make other decisions/recommendations that do not result in the protection of properties. These reviews are a legitimate part of our workload. Should we count these for question 4b?**

No. If it is easy for you to separate those reviews/recommendations that are likely to result in a historic property's destruction or loss of significance, don't include them in this report. We are trying to get an estimate of the number of historic property reviews where preservation is a likely result. If it is difficult to separate your regulatory reviews by result, don't worry -- just give us your total figures.

20. **What does "Acquisition" include? What about eminent domain? Doesn't every general-purpose unit of government have this power?**

Acquisition refers to any legally-binding, title-related interest in the historic property that the State government has obtained (or has helped others to obtain) thereby making the property subject to State historic preservation laws and policies. The interest in the property's title could be anything ranging from fee simple absolute to an easement. With the exception of eminent domain, the method of acquisition is not important here.

Do not include eminent domain in your answer to question 5a. Because every State government has the power of eminent domain, to include it in answering question 5a would obscure the presence or absence of other kinds of acquisition programs. For answering question 5b, include in your count any historic property that has come into State government ownership (even through eminent domain) as long as State government ownership made the historic property subject to State historic preservation laws/policies.

21. **Where do I report publications, brochures, public education, site interpretation, historic preservation plans, historic plaques and markers, and our other historic preservation accomplishments?**

These are not part of this report. While important, for purposes of this report we have limited the products to those that more directly affect individual historic properties. This reduces the burden in gathering and reporting this data. However, you may include your other accomplishments as part of your End-of-year Report or, if you wish, send the information directly to us by use of the "Notes/Comments" section.

22. **Why do you have separate questions for the number of "designated" and "protected" historic properties throughout this report? Why not just ask for the number of properties in our State inventory? In that way, with one question, you could account for all historic properties that have been designated and protected. All of our State Register properties are included on our State inventory. All of our properties that have been "protected" in one way or another are also "designated" properties.**

Reporting separately on "designated" historic properties and "protected" properties better represents the historic preservation work that you do. Each time the State government designates a property or (for example) provides financial assistance to a property, that action adds to the protection inherent in being part of your State inventory. We wish to give you full credit.

Also, this is the kind of information that citizens in your State and your colleagues in other State governments want to know. States that are considering creating new historic preservation programs/legal authorities want to know who else has the programs so those wheels don't have to be re-invented.

23. **The questions that you ask relate primarily to workload, Wouldn't it be better to ask how many of our historic properties are still in good condition? In the final analysis, preserving our irreplaceable resources is the true test of our success as historic preservationists.**

If funding and staffing were no object, we would want both workload information and data on the condition of historic resources. One of the aims of this report is to make use of readily-available information rather than to create a new workload in gathering and tracking data. For most States, data on the condition of historic and

prehistoric properties are not readily available. Another purpose of this report is to gauge the contribution that States make to historic preservation. In assessing a property's condition, without asking the property owner it is difficult to distinguish which parts (if any) of a property's good condition are due to local, State, and/or Federal historic preservation program efforts. State Historic Preservation Office workload data on the other hand usually are readily available, readily assignable to State efforts, and can be used to draw reasonable inferences about the condition of properties.

24. **What should I do if my office missed a report or we discover that we made a mistake in an earlier report?**

Because of the long-term uses for this information, it will never be too late to provide this report's information. We hope that you take advantage of opportunities to update the information that we have about your program. You have a choice as to how to accomplish this. You may either provide/correct the earlier report or you may prepare a new multi-year cumulative baseline report for a more recent year. For example, if your office has not responded to any of the questionnaires or reports since FY 2010, you would have the following options. Your first option is to prepare and send us a FY 2010 multi-year cumulative baseline response plus an annual report for FY 2011, FY 2012, FY 2013, and FY 2014. You can use this year's forms by changing the dates. Your second option is to provide questionnaire answers and baseline data through FY 2013 plus the annual report for FY 2014. Other combinations of baseline questionnaires and annual reports are possible.

NOTICES

PRIVACY ACT STATEMENT

Authority: 54 U.S.C. 300101 et. seq., the National Historic Preservation Act and 36 CFR 61, Procedures for State, Tribal, and Local Government Historic Preservation Programs

Purpose: The National Park Service collects this information as part of the process for reviewing the procedures and programs of State, tribal, and local governments participating in the National Historic Preservation Program and the Historic Preservation Fund grant program.

Routine Uses: The information collected will be used to evaluate programs and procedures for consistency with the National Historic Preservation Act, as amended, (54 U.S.C. 300101 et. seq.) and compliance with governmentwide grant requirements.

Disclosure: Your response is required to obtain or retain a benefit under these programs. Failure to provide the information requested may impede the processing of your form.

PAPERWORK REDUCTION ACT STATEMENT

We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to provide Historic Preservation Program managers the information needed to administer program participation and grant management. All applicable parts of the form must be completed in order for your request to be considered. You are not required to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number. OMB has approved this collection of information and assigned Control No. 1024-0038.

ESTIMATED BURDEN STATEMENT

The public reporting burden for the collection of this information is estimated to average 2.25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Information Collection Clearance Officer, National Park Service, 1201 Oakridge Drive, Fort Collins, CO 80525. Do not send your completed form to this address.