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Credit: Nick Wheat

2026 NATIONAL GRANT PROGRAM

Guidelines and Sample Application

actionfundgrants@savingplaces.org

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ABOUT THE AFRICAN AMERICAN CULTURAL HERITAGE ACTION FUND (AACHAF)

In November 2017, the National Trust for Historic Preservation launched its African American Cultural Heritage Action Fund, a program that makes an important and lasting contribution to the American landscape by preserving sites of African American activism, achievement, and resilience.

The African American Cultural Heritage Action Fund is about making room—within our understanding of history, preservation, and social justice—for a movement that uses preservation as a force for enacting positive social change. In modeling this approach and in partnering with other organizations around the country, we challenge ourselves to realize equity-driven outcomes that benefit all Americans.

The African American Cultural Heritage Action Fund has raised more than \$150 million and supported nearly 400 preservation projects nationally. In particular, the African American Cultural Heritage Action Fund, through its various grant opportunities, has made a total investment of over \$44 million since 2018. And by leveraging the African American Cultural Heritage Action Fund's scale, resources, and preservation expertise, important sites of Black cultural heritage have been permanently protected and recognized for their role in shaping our American history.

Through our work, we hope to inspire a new generation of social justice leaders and preservation practitioners who can advocate for the preservation of African American historic sites and communities. Together, we will create a national identity that reflects the nation's true diversity.

Please click [here](#) to learn more about the African American Cultural Heritage Action Fund's efforts and how you can be a part of them.

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OVERVIEW OF THE NATIONAL GRANT PROGRAM GRANT OPPORTUNITY

The African American Cultural Heritage Action Fund (AACHAF) awards grants through the National Grant Program that are designed to advance historic preservation projects at sites related to Black history in the United States. The National Grant Program was the first grant opportunity established by the AACHAF.

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HAVE A QUESTION?

In addition to the guidelines and eligibility requirements described below, please watch our [applicant webinar](#) and review our [Frequently Asked Questions \(FAQ\)](#). For additional information, please read the [Question and Answer Period](#) section to learn how to submit your questions for this grant opportunity.

Application Opens: January 13, 2026

Application Deadline: February 6, 2026

Grant recipients will be announced in Summer 2026.

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FUNDING AVAILABLE

Grant awards from the AACHAF's National Grant Program range from \$50,000 to \$150,000. The maximum award amount will depend on the project type selected (see [Eligible Project Types and Expenses](#)). Requests below \$50,000 or above the maximum request by project type will be deemed ineligible and not considered for funding.

Note that funding received from National Trust grant programs, including the African American Cultural Heritage Action Fund, cannot be used to meet match requirements for any other National Trust grant programs.

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PROGRAM ELIGIBILITY

Please read the following information carefully. The National Grant Program (NGP) grant opportunity has unique eligibility requirements. If an aspect of eligibility is not met, an application will be deemed ineligible for funding.

ELIGIBLE APPLICANT ORGANIZATIONS

Non-profit organizations, public agencies and colleges and universities, and public bodies or political subdivisions of the state or of a county or municipality are encouraged to apply. Eligible applicant organizations must own the historic property that is the subject of the grant application (if a historic site is involved) or have documented permission from the owner to proceed with the application.

We use the applicant organization's employer identification number (EIN) assigned to it by the United States Internal Revenue Service (IRS) to verify tax-exempt status. Ensure that this number is entered accurately in the applicant organization's profile in Foundant, the National Trust's grant management system.

If an organization needs a fiscal agent to receive and expend the funds and report on how the funds are being used and how the project is progressing, it must have a written agreement with the fiscal agent, and the fiscal agent must be the applicant organization. The fiscal agent must also be one of the eligible organization types stated above.

Applicant organizations may not have outstanding fees/penalties/delinquencies to federal, state, or local governments or be disbarred from funding by any federal, state, or local entity.

While organizations may submit more than one application, only one application per organization is eligible to receive funding. We recommend that an applicant organization submit a proposal for their highest priority project.

Applicant organizations that have previously received National Trust grant funding are eligible to apply for a National Grant Program grant provided that all previous grant requirements have been fulfilled.

Organizations that have received past funding from the African American Cultural Heritage Action Fund are eligible to apply for a National Grant Program grant but must submit the application under a different project type than previously awarded.

Example: Organization Y received funding for a planning project through the Conserving Black Modernism grant opportunity in 2024. Organization Y is not eligible to apply for a National Grant Program planning project grant for the same historic resource but is eligible to apply for a different project type such as programming and interpretation.

Likewise, Organization Y may apply for the same project type as a previously awarded application if the focus of this application is on a different historic resource.

The applicant organization may have existing grants open with the National Trust but these must be in good standing and cannot be for the same project type as requested through this grant opportunity unless the current application focuses on a different historic resource.

ELIGIBLE HISTORIC RESOURCES

To be eligible, a historic resource must be at least 50 years old and have significance to African American cultural heritage. The following list is a representative, but not exhaustive list of eligible historic resource types.

- Commercial and residential buildings
- Structures
- Churches
- Schools
- Landscapes
- Neighborhoods
- A collection of related properties based on theme or property boundaries
- Cemeteries (Eligible only for planning activities. Physical work to the cemetery is not eligible).

ELIGIBLE PROJECT TYPES AND EXPENSES

Projects must focus on African American cultural heritage sites. Grant awards are made across four project types: Capital Projects, Organizational Capacity Building, Project Planning, and

Programming and Interpretation. Please note that multiple project types and their associated expenses cannot be combined into a single application. Applicant organizations are also encouraged to apply for only one project type.

ELIGIBLE PROJECT TYPE SUMMARY

Project Type	Funding Max	Grant Period	Indirect Costs (up to 10% of Grant Award)	Project Administration Costs (up to 5% of Grant Award)
Capital	\$150,000	18 months	Eligible	Eligible
Organizational Capacity	\$150,000	24 months	Ineligible	Ineligible
Planning	\$75,000	12 months	Eligible	Eligible
Programming & Interpretation	\$50,000	12 months	Eligible	Eligible

CAPITAL PROJECTS

These projects include the restoration, rehabilitation, stabilization, or preservation of historic buildings and structures. This includes brick-and-mortar construction and limited construction planning costs as described later in this section. The property must have urgent repair needs related to structural components, walls, roof, and/or other elements of the historic resource that are integral to its preservation and longevity.

Projects that improve functionality or improve accessibility of the property in accordance with the Americans with Disabilities Act (ADA) are also eligible, as well as projects that make vacant or underused space usable for community use. Applicant organizations should demonstrate that urgent repair needs to the building envelope have already been identified by a building conditions assessment and addressed before proposing ADA improvement or interior rehabilitation projects.

Limited construction planning costs refers to the up to 15% of awarded grant funds that may support the creation of construction documents such as architectural and engineering plans, code review, drawings, specifications, and geotechnical services. Please note that competitive Capital Project applications will demonstrate prior completion of project planning activities that inform the proposed construction project. These are planning activities, as described in [Project Planning](#), that determine the suitability and feasibility of the continued use or reuse of a historic resource). Consultation by a qualified contractor or consultant is recommended to determine the construction budget.

Projects must conform to the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#); and all pre-development, planning, and construction documents must be reviewed and approved by AACHAF staff prior to expending funds on those activities. The construction of new buildings or new building additions is ineligible.

ORGANIZATIONAL CAPACITY

This project type supports the creation of one new, senior level paid staff position or the transition of an existing volunteer staff position to a paid position that directly supports the preservation and stewardship of a historic resource and advances preservation priorities (i.e., preservation planning, project management, construction management, interpretation, etc.).

Funds can only be used to support salaries and benefits for grant-funded staff.

Ineligible positions are clergy and religious ministry staff positions and janitorial and general maintenance staff positions.

PROJECT PLANNING

This project type supports the development of assessments, plans, and strategies to guide preservation, management, and/or interpretation of historic resources. Eligible projects should result in a deliverable document with implementable goals.

Eligible planning activities include, but are not limited to:

- Business development and organizational leadership plans for non-profit preservation stewards
- Plans to address legal issues
- Fundraising and financial sustainability plans
- Pre-development planning activities
- Feasibility and reuse studies for market-driven revitalization projects
- Architectural preservation plans
- Energy efficiency and climate adaptation strategies
- Engineering and environmental studies
- Property condition assessment reports with cost analyses
- Historic structures reports and conservation management plans
- Landscape conservation plans
- ADA accessibility studies
- Plans/studies for historic cemeteries
- Nominations for historical designation leading to listing on the National Register of Historic Places (NRHP), designation as a National Historic Landmark (NHL), and/or designation as a local landmark

Recommendations provided in project planning documents/deliverables must conform to the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#).

PROGRAMMING AND INTERPRETATION

This project type supports:

- The development and implementation of innovative preservation education, documentation, mapping, and interpretive programs centered on African American cultural heritage.
- The development and implementation of new arts and culture-based programming.

- The collaboration with artists, creatives, and scholars to re-imagine interpretation and programming, while advancing new approaches to storytelling and public education at historic properties.
- The development and installation of historic markers as part of a broader programming and interpretation project.

INDIRECT COSTS

Grant funds can support indirect costs or overhead costs for all project types except for Organizational Capacity. Indirect costs are ongoing expenses that are required for an organization to operate, but that may not directly relate to performing their mission or executing a preservation project. These expenses are all subject to the 10% indirect costs cap identified in each applicable project type.

Please note that the cap is based on the grant award amount, not the total project cost.

Key characteristics of indirect costs:

- Indirect: They are not directly traceable to a specific product or service.
- Ongoing: They are recurring expenses that must be paid regularly.
- Operational: They are essential for the organization to function.
- Fixed, variable, or semi-variable: They can be classified based on how they change with the level of organization activity.

Examples of eligible indirect costs:

- Rent and utilities for office space
- Insurance (liability, property, etc.) for the organization

PROJECT ADMINISTRATION

The focus of project administration is to assist in covering the costs of staff time to administer the project. Staff must be directly involved for a portion of their salaries to be included as project administration expenses. Oftentimes, their salaries are prorated based on the percentage of time they expect to work on the project along with their other routine duties. When including project administration costs in your budget be sure to identify the staff (by title) who will be administering the project, their salary (which can include fringe benefits), the percentage of their time estimated to be spent on the project, and the justification for that estimate.

Please note that the 5% cap is applied to the grant award amount, not the total project cost.

INELIGIBLE EXPENSES

Awarded National Grant Program funds may not be used for any of the following activities or expenses.

- Property acquisition
- Planning for or constructing new buildings, structures, monuments and statues

- Project costs associated with non-historic buildings
- Landscaping and parking lot improvements
- Furniture and appliances
- Sound and audiovisual (A/V) technology/equipment
- Exhibit equipment purchases
- Academic research (i.e., thesis, dissertation, genealogical research, published work)
- Cleaning, repair, and landscape work at historic cemeteries and burial grounds
- Creation or maintenance of archival or museum collections, including display cases
- Catering, entertainment, food, and beverages
- Media and marketing consultant services except as they relate to Programming and Interpretation projects
- Attendance at conferences and educational workshops
- Site or room rentals
- Mortgages or debt repayment
- Expenses incurred prior to the grant award date

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EVALUATION CRITERIA

African American Cultural Heritage Action Fund staff will select grantees by considering, among other points, the following criteria:

- **Historic Significance:** The application shows that the historic resource(s) is at least 50 years old and is important for its ties to African American cultural heritage. Official designation at the local, state or national level is not required.
- **Impact of Assistance:** The requested support will significantly aid in preserving, restoring, interpreting, or managing the historic resource.
- **Project Readiness:** This criterion evaluates the quality of project plans and organizational capacity for future maintenance and continuation of activities.

This is a competitive award process. A project funded through this grant opportunity will have the following characteristics.

1. The applicant organization demonstrates how it meets the eligibility requirements including tax-exempt status with an active employer identification number (EIN). If a fiscal agent is needed, that organization must be the applicant organization and meet the requirements described in the [Eligible Applicant Organizations](#) section above.
2. The project description is clear and concise. There is not a heavy reliance on artificial intelligence (AI) to draft the application. The need for the project is well-defined. The project activities are all clearly confined to the project type selected; and the most appropriate approach to meeting the identified need was selected after a thorough exploration of options.

3. The budget is clear. The costs are reasonable and based on at least one recent estimate (i.e., one completed within the last 12 months). The expenses proposed for grant funding are eligible. The budget narrative explains the expenses found in the budget (where needed); and the project description, budget, and budget narrative all agree with one another.
4. The applicant organization demonstrates the ability to cover grant project expenses for the second half of the project until all grant requirements are fulfilled and a reimbursement is issued.

PREFERRED PROJECTS

Preference will be given to projects that:

- Are located in under-represented areas and states such as California, Colorado, Hawaii, Idaho, Maine, North and South Dakota, Utah, Vermont and US territories.
- Can be completed within the selected project type's award period.
- Leverage additional funding sources.

DISQUALIFICATION FACTORS

- The applicant organization does not provide proof of eligibility to receive funds as a tax-exempt organization. The applicant organization's EIN in their profile in Foundant must be correct, (triple check for typos).
- Incomplete applications. Applications will be considered incomplete if
 - they are not submitted by the listed deadline. Technical issues will not be accepted as a reason for late submission. Applicant organizations are encouraged to submit their applications early so that if there are technical issues, staff have time to address them BEFORE the deadline. Considering the volume of applications received, requests for assistance on the day of the deadline may not be met.
 - narrative responses only reference attachments (e.g., 'See attached brochure'). All questions must be fully addressed within the provided character limit; failure to do so will result in disqualification.
 - applicant organization has a prior history of unsatisfactory performance with past National Trust for Historic Preservation grant awards and/or contracts including those associated with the African American Cultural Heritage Action Fund.
- Project activities proposed to be covered by NGP grant funds are determined ineligible as they are described in the project description, budget, or budget narrative.
- The applicant organization submitted an application under the incorrect project type. The questions asked and the budget used are project type specific. Please review the guidelines, FAQ and webinar to ensure that the project type selected is appropriate for the project.
- Paper applications submitted via mail, fax or email will not be accepted. The applicant organization must submit an application via [Foundant](#).

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APPLICATION PROCESS

APPLICATION PROCESS OVERVIEW

All applications submitted under this grant opportunity will be received and reviewed using the following process. These steps are described in more detail below.

1. Applicant organizations review the [guidelines](#), [webinar](#) and [FAQ](#).
2. Applicant organizations gather required [IRS documentation](#).
3. The application is available in Foundant by the date provided in the timeline.
4. Applicant organizations submit their questions to actionfundgrants@savingplaces.org by the date provided in the timeline below. Answers are typically posted to the guidelines page within one week of the question submission deadline.
5. Applications are submitted through Foundant by the posted deadline.
6. Staff conduct an initial review of all applications and select a small group that will be provided technical assistance (TA) so that they may improve their applications.
7. Applicant organizations provided with TA submit revised applications by the deadline communicated to them.
8. Staff will review revised applications and select final awardees.
9. Awardees will be notified and grants will be announced by the date provided in the timeline.

IRS DOCUMENTATION

The National Trust is only able to contract with and pay tax-exempt organizations per IRS guidelines. Therefore, applicant organizations must have a valid EIN and be recognized as a tax-exempt organization at the time of application. Staff verifies an organization's status after application submission by using the EIN provided in the organization's Foundant profile. If this number is incorrect or shown to be inactive, the applicant organization will be deemed ineligible, and the application will not be reviewed or considered for funding. It is the applicant organization's responsibility to ensure this number is entered in their profile correctly and to provide proof of the IRS' recognition of the organization as tax-exempt status. **No exceptions will be made.**

QUESTION AND ANSWER PERIOD

Any explanation, clarification, or interpretation desired by an applicant organization regarding any part of this grant opportunity must be submitted by email to actionfundgrants@savingplaces.org no later than Friday, January 23, 2026 at 11:59 pm. Questions received past the deadline will not be answered. Responses to all questions will be published on or about the close of business on Friday, January 30, 2026 on this page.

COMMUNICATIONS

Staff will only respond to written questions submitted as described above. All phone callers will be asked to submit their question(s) via email as directed above. This is to ensure that all applicant

organizations receive the same information and no applicant organization receives an unfair advantage.

Technical questions regarding the use of Foundant and its functionality may be asked at any time. See the [Using Foundant](#) section for basic information about setting up an account, if one is not already created for the applicant organization. You should also review the Foundant section in the [FAQ](#) to see if an answer may be found there before submitting a question. Response times can vary but may take up to 2-3 business days and are not guaranteed to be timely beginning the day before the deadline.

When submitting a question (regardless of the subject) be sure to include the following information:

- Identify whether it is a technical or grant program question in the subject line by either starting the subject with “TECHNICAL:” or “GRANT:” and then the subject of your request (ex: TECHNICAL: Foundant access),
- Your name and contact information,
- Your organization’s name and state where it is located, and
- Your question. Please try to be concise but do provide all the information necessary to answer your question(s).

Applicant organizations may respond to questions asked of them by staff after the application deadline. Staff may request clarification to assist in evaluating the application. Such additional information must be provided within two (2) business days of the request.

APPLICATION SUBMISSION

Please read the grant guidelines in their entirety prior to starting the application. Application questions vary based on the project type selected. The budget form will not appear until a project type is selected.

A complete application, along with all other required supporting documentation must be submitted via Foundant by **Friday, February 6, 2026 at 5:00 PM EST**. Materials not submitted through via Foundant by the deadline—including support letters—will not be accepted or reviewed.

Applicant organizations are strongly encouraged to carefully review the timeline below and submit their application early to ensure there are no issues with submission. The week of the deadline is a busy time for the Foundant website. It may be impossible to submit your application on the day of the deadline. Staff capacity to assist with any technical issues will be limited. **Late submissions will not be accepted nor considered regardless of the reason for delay.**

GRANT OPPORTUNITY TIMELINE

Application Period Opens	Tuesday, January 13, 2026
Last Day to Submit Questions	Friday, January 23, 2026
Responses to Questions Posted to Website	Friday, January 30, 2026
Applications Due	Friday, February 6, 2026
Grantees Notified of Award and Awards Announced	Late July 2026
Finalization of Project Scope and Budget and Contract Execution	August 2026
Project Initiation	September 2026

All applicant organizations will be notified of their application status via email by July 2026.

USING FOUNDANT

Foundant has several resources to assist you with registering your organization (if a profile has not already been created) and submitting an application.

[Applicant Tutorial](#). This video discusses how to create and log in, apply for a grant, and manage all of your application requests in one place.

[Password Reset Options](#). The article provides two options that will allow the applicant to reset their password and log in as usual.

[Applicant Tutorial - Collaboration](#). This video discusses how to invite others to assist you in completing the application in Foundant.

[Additional Grant Resources](#). This is a link to Foundant's blog database that provides information on various grant-related topics.

Please note accounts are organization based. Please check with the primary contact listed in Foundant for access to your organization's account. Staff cannot add people to an organization's account without written permission from the primary contact. Alternatively, the primary contact can add you as a contact without the need to notify or request any action from the National Trust.

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GRANT ADMINISTRATION

All project funding will be provided on a reimbursement basis with the exception of the first disbursement which is provided upon execution of the contract.

Successful applicant organizations will be notified in writing of their selection and the amount of funds awarded via Foundant. Organizations selected to receive funding will be required to enter into a written contract with the National Trust for Historic Preservation. Applicant organizations are obligated to fulfill the requirements of the contract, including complying with all African American Cultural Heritage Action Fund standard policies based on the project type selected by the grantee. All services or work carried out under a contract awarded as a result of this grant opportunity must be completed within the scope, time frames, and funding limitations specified by the contract.

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CONTACT INFORMATION

Website:

<https://savingplaces.org/action-fund-grants>

Questions:

actionfundgrants@savingplaces.org

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SAMPLE APPLICATION FORM

Below is a list of application questions. Please note that all questions are listed here, but once you get to the project type sections, you will only answer questions pertaining to the project type selected at the beginning of the application.

2026 National Grant Program

National Trust for Historic Preservation

Application Instructions

Grants from the African American Cultural Heritage Action Fund (AACHAF), a program of the National Trust for Historic Preservation, advance ongoing preservation activities for historic sites, museums, and landscape projects representing African American cultural heritage. Under the National Grant Program, the AACHAF supports Capital Projects, Organizational Capacity Building, Project Planning, and Programming and Interpretation.

It is essential that applicant organizations read the full [National Grant Program guidelines](#). Grants will range from \$50,000 to \$150,000.

If an organization needs a fiscal agent to receive and expend the funds, report on how the funds are being used, and how the project is progressing, they must have a written agreement with the fiscal agent, and the fiscal agent must represent the project as the applicant organization. The fiscal agent must also be an eligible organization. See the Eligible Applicant Organizations section of the guidelines for more information.

Grant applications are due **February 6, 2026 by 5:00 pm EST**.

Applicant organizations are strongly encouraged to carefully review the grant opportunity timeline and submit their application early to ensure there are no issues with submission. The week of the deadline is a busy time for the Foundant website. It may be impossible to submit your application on the day of the deadline. Staff capacity to assist with any technical issues will be limited. **Late submissions will not be accepted nor considered regardless of the reason for delay.**

Answers must be provided in the spaces provided. Responses of “see attached” without addressing the question in the field could result in the application being determined ineligible. All character counts include spaces.

An over-reliance on the use of artificial intelligence (AI) is discouraged. We want to hear your voice and get an accurate understanding of the organization’s readiness to implement the project.

When using AI, be sure to review the response provided and adapt it to how you would express that idea.

For questions regarding project eligibility, please contact actionfundgrants@savingplaces.org. Please add administrator@grantinterface.com and actionfundgrants@savingplaces.org to your address book to ensure you receive all email messages related to your grant application.

Applicant Information

Applicant Organization Type*

Is the applicant a nonprofit organization or a public agency?

Choices

- 501(c)(3) nonprofit organization
- Federal, state, or local public agency
- Church or religious organization
- Other nonprofit organization

Fiscal Agent*

Is your organization serving as the fiscal agent for this project?

The fiscal agent is the organization that will enter into an agreement with the National Trust should the project be awarded. It is the organization that receives and expends funds for the project. If a fiscal agent is being used for the project, that organization must be the applicant.

Choices

- Yes
- No

Previous National Trust Participation*

Please confirm any recent engagement your organization has had with the National Trust such as participating in trainings, receiving grant funding (National Fund for Sacred Places, Preservation Fund, African American Cultural Heritage Action Fund) or any close collaborations with National Trust staff or programs. Check all that apply.

Choices

- Grantee-National Trust Preservation Funds
- Grantee-African American Cultural Heritage Action Fund
- Grantee-Fund for Sacred Places
- Prior Applicant-National Trust Preservation Funds
- Prior Applicant-African American Cultural Heritage Action Fund
- Prior Applicant-Fund for Sacred Places
- National Trust Trainings
- National Trust Conference
- National PastForward Conference
- PastForward Diversity Scholar

Collaborations with National Trust staff or programs
No previous engagement with the National Trust

How did you learn about this grant opportunity?*

Please check all that apply.

Choices

SavingPlaces.org
Web search
Historic Preservation Office
Facebook
Instagram
LinkedIn
TikTok
X
Professional Organizations (AIA, NOMA, etc.)
Email
Other

Religious Organization Tax Status

Umbrella Organization Contact Information

If your organization is a church and you are using the employer identification number (EIN) of an umbrella organization such as a regional or national church denominational nonprofit, enter the number here. This is a nine-digit number that the IRS assigns in the following format: XX-XXXXXXX. If this question does not apply to the church that is the applicant organization, enter "N/A" for the response to the Umbrella Organization Name.

Provide contact information for this umbrella organization.

Umbrella Organization Name	
Umbrella Organization Email Address	
Umbrella Organization Website	
Umbrella Organization EIN	

Permission to Use Umbrella Organization's EIN*

Please upload documentation indicating the relationship between the two organizations and that the applicant organization has the permission of the umbrella organization to use its EIN.

File Size Limit: 2 MB

Fiscal Agent Info

Contact Information for Organization that Fiscal Agent is Assisting

If the applicant organization is serving as a fiscal agent, provide contact information for the organization for which the applicant organization is assisting.

Organization Name	
Organization Email Address	
Organization Website	

Fiscal Agent Agreement*

Please upload the fiscal agent agreement between the two parties.

File Size Limit: 2 MB

Project Information

For this section and throughout the application, “historic resource” refers to the specific property, building, landscape, historic district, neighborhood, etc. that is

- 50 or more years old,
- associated with African American cultural heritage, AND
- the subject of this grant application.

The historic resource may, but is not required to, have an official historic designation. Such a designation is issued by a local municipality or state or national governmental entity. Typical designations are state historic markers, listing in the National Register of Historic Places, or recognition as a National Historic Landmark.

Project Name*

Name the project using the following format: Project Name-Project Type-TwoLetterStateAbbreviation.

The four eligible project types are Capital Project (Cap), Organizational Capacity Building (OC), Programming and Interpretation (PI), and Project Planning (Plng).

Example A: JeshuaRosenwaldSchool-Plng-NC

Example B: ColumbiaHistoryProgram-PI-TX

Character Limit: 100

Project Description*

Summarize the project and how AACHAF grant funds will be used for the project in three to five sentences. The response must focus on the need for the funds, the project goals, the use of grant funds and intended outcomes. Think about what you would say if you only had 30 seconds to convince a potential donor to fund the project.

Character Limit: 750

Ownership Information*

Does the applicant organization own the historic resource(s)?

Choices

Yes

No

Third Party Ownership Consent

If the applicant organization does not own the historic resource, upload a letter of consent or an owner agreement providing the applicant organization permission to pursue this project.

Historic Resource(s)

The table below allows for up to five historic resources to be added to the application. Each column is reserved for providing locational information about one historic resource. For historic resources that do not have a street address, please provide relevant location information.

For example, if the project includes only one building, then please provide location information for the building in the first column. If the project includes multiple buildings, please provide location information for each additional building in separate columns.

Name of Historic Resource					
Street Address or Location Description					
City					
State Abbreviation					
Architect/Builder Name (indicate "N/A" if unknown)					
Date of Construction (indicate "N/A" if unknown)					
Official Historic Designation^^					

^^ To learn more about the types of historic designations, visit <https://savingplaces.org/stories/preservation-tips-tools-how-to-save-a-place-apply-for-historicdesignations>.

Historical Significance*

Why is the historic resource(s) or this project significant to African American cultural heritage?

For context, an historic resource or the project can have a local, regional, or national level of significance. In your answer, be sure to identify each historic resource by name if the project includes more than one historic resource.

Character Limit: 1500

Project Type*

Please select your project type from the list below. For a description of each, please refer to the guidelines.

Choices

Capital Project

Organizational Capacity Building

Programming and Interpretation

Project Planning

Amount Requested*

The total amount requested from the National Grant Program of the African American Cultural Heritage Action Fund can range from \$50,000 to \$150,000. Grant requests must adhere to the minimum and maximum grant amounts for each project type found in the grant guidelines.

Applications requesting below \$50,000 or more than the maximum for the selected project type are ineligible and will not be considered for award.

Character Limit: 20

Total Project Cost*

Enter the total cost for the project that is the subject of this grant proposal. It may be equal to or more than the Amount Requested provided above.

Character Limit: 20

Project Funds Management*

This is a reimbursable grant, meaning that costs must be incurred (billed to the grantee) and paid (by the grantee) before payment from the National Trust is made to the applicant organization. The exception to this is the first payment which is made upon execution of the grant agreement, receipt of other necessary documents, and notification of an approved scope of work and budget.

Given this need to be able to cover expenses in order to receive any interim or final payments, and that reimbursements take 30-60 days to be processed from the date of approval of the request, what is the organization's plan to keep the project on schedule and meet contractual financial obligations to the consultants and/or contractors?

The plan must address the timing of funds received and paid out, the sources used to provide those funds, and how payment to all vendors, contractors, and consultants will be done prior to the request for final reimbursement.

Character Limit: 750

Capital Projects

Funds support costs for shovel-ready, brick-and-mortar preservation projects (planning work is complete). See the grant guidelines for more details.

Architectural Significance*

Please describe the architectural significance of the building(s), including any features of particular significance. Include the following information, if known:

- Building Style
- Architect or builder
- Role of craftspeople
- Source of building materials
- Overall contributions/significance to American architecture
- Building alterations

Character Limit: 1500

Prior Preservation Planning Work*

Describe any planning work currently underway or completed within the last 10 years that informs this capital project. Examples of planning work include building/site studies, evaluations, and/or assessments such as an historic structures report, a preservation plan, architectural drawings, conditions assessments, and engineering studies. Include the completion year and the consultant or vendor who completed the work.

What were the recommendations from the planning work? Were these recommendations used to develop the scope of work for the proposed project?

Character Limit: 1000

Planning Documents

Please upload applicable planning documents referenced in the question above. If the document is larger than the file size limit, consider compressing it or separating out the executive summary and conclusions of the document.

File Size Limit: 15 MB

Capital Project Description*

This is a space to expand on the Project Description (summary) provided in the Project Information section. Be sure to address ALL the following bullet points in the response.

- Describe in more detail what the project is. What are the main activities and purpose of the project?
- What is the current condition of the building/site? Is it in use, unusable? If any parts of or the whole building is unusable explain what makes it so.
- Describe the preservation approach to the proposed work. Does the project focus on preservation, rehabilitation, or restoration of the historic resource(s)? How does the applicant organization intend to comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties? For more information about what is and is not eligible for Capital funding please visit our guidelines.

Character Limit: 750

Capital Budget Form*

The maximum grant award for capital projects is \$150,000.

This includes a 15% cap on expenses related to final construction planning documents, a 5% cap on project administration expenses, and a 10% cap on indirect costs. The caps apply as a percentage of the grant award not the total project cost if it exceeds the amount of the grant award. For more information on project administration and indirect costs, see the grant guidelines.

Download the [AACHAF Capital Budget Template](#), complete it and then upload it here. Please be sure to note if sources of income are secured or anticipated in the appropriate column. Watch this [tutorial](#) to learn more about how to complete the form and the budget narrative below.

NOTE: You must use the budget template provided to be considered for funding. Attaching any other budget form makes the application ineligible for funding.

File Size Limit: 1 MB

Capital Budget Narrative*

Explain in a clear and concise manner the costs that make up the amount entered for each budget category. For example, the line item total for Interior Finishes in the budget shows as \$100. That amount includes the cost of drywall, texture, paint, and labor. In the narrative, you would provide the costs for each of these items that make up the whole request for that budget item. "Interior finishes includes the cost of drywall (\$30), texture (\$10), paint (\$10), and labor (\$50)."

Character Limit: 1000

Capital Budget Expenses*

How were the project expenses determined? Does your organization have proposals with cost estimates from qualified firms or are the project expenses general estimates?

Character Limit: 1000

Capital Budget Expenses Supporting Documentation

If you have received project proposals with cost estimates, upload the proposals here.

File Size Limit: 7 MB

Secured Funding Source(s) for Capital Projects

Please attach letters of commitment as one file for the sources of funding identified as secured in your budget.

File Size Limit: 3 MB

Capital Project Timeline*

Provide a timeline for the proposed project. The timeline should align with the activities included in the project description and the expenses described in the budget form and budget narrative. If the project description mentions hiring a consultant or contractor, then time should be set aside in the timeline for completion of that activity.

At a minimum, the timeline should include start and end dates, time for mobilization and the development of construction planning documents (if needed), and 50% and 100% completion dates. All projects must be completed within 18 months from the first disbursement date.

Please use months or quarters to indicate dates. For example: month 1 – solicit and secure a contractor.

NOTE: Grant funds cannot be used for work that has already occurred so the timeline should not include activities that occur before the start date.

Character Limit: 1000

Future Plans for Capital Projects*

Describe future plans for the project beyond the scope of this grant proposal. Address each of the bullet points in the response.

- If this project is part of a larger rehabilitation or capital project, describe the phases that follow along with their objectives, estimated costs, anticipated and secured funders, and a timeline for completion of the next phases.
- What is the plan for the long-term stewardship of the historic resource(s) to ensure that the property does not return to its current condition?

Character Limit: 1500

Organizational Capacity Building Projects

Funds support one newly created executive level or expanded part-time to full-time staff position that will advance preservation priorities. See the grant guidelines for more details.

Applicant Organization's Current Preservation Work*

Please describe the organization's current preservation work.

Character Limit: 1500

Organizational Capacity Needs Determination*

For organizations with over 10 full-time employees, describe the results of a needs assessment and how this project will address those recommendations. For smaller organizations, describe how the need for additional staff was determined.

Character Limit: 750

Organizational Capacity Planning Steps Taken*

Describe what steps the applicant organization has taken. Please select all that apply.

Choices

The organization has completed a needs assessment related to the position.

A job description has been created. Internal review for the proposed position is complete.

Internal permission for the proposed position has been received.

A plan exists for the future of the position beyond the grant period.

Grant-Supported Position*

Will this position be full-time or part-time?

Choices

Full-time

Part-time

Position Compensation*

What is the proposed salary and compensation package for the position? Include information on benefits, expense reimbursement, anticipated merit increases, training, etc.

Character Limit: 500

Organizational Capacity Project Description*

This is a space to expand on your Project Description (summary) provided in the Project Information section. Be sure to address ALL the following bullet points in your response.

- How will this position advance the applicant organization's preservation priorities?
- What does the applicant organization expect this position(s) to accomplish during the funding period? How will the position improve the capacity of the organization?
- Is this a new position?
- What will be the role and duties of the position(s)?
- How will the position be managed within the existing staff structure?
- What historic preservation-related experience/qualifications will be required?

Character Limit: 2500

Organizational Capacity Budget Form*

The maximum grant award for organizational capacity building projects that include the hiring of one new, senior level paid staff position or the transition of an existing volunteer staff position to a paid position is \$150,000.

Download the [AACHAF Organizational Capacity Budget Template](#), complete it and then upload it here. Please be sure to note if sources of income are secured or anticipated in the appropriate column. Watch this [tutorial](#) to learn more about how to complete the form and the budget narrative below.

NOTE: You must use the budget template provided to be considered for funding. Attaching any other budget form makes the application ineligible for funding.

File Size Limit: 1 MB

Organizational Capacity Budget Narrative*

Explain in a clear and concise manner the costs that make up the amount entered for each budget line item.

Character Limit: 1000

Organizational Capacity Budget Expenses*

How were the project expenses determined? Does your organization have proposals with cost estimates from qualified firms or are the project expenses general estimates?

Character Limit: 1000

Organizational Capacity Budget Expenses Supporting Documentation

If you have received project proposals with cost estimates, upload the proposals here.

File Size Limit: 7 MB

Secured Funding Sources for an Organizational Capacity Project

Please attach letters of commitment as one file for the sources of funding identified as secured in your budget.

File Size Limit: 3 MB

Organizational Capacity Project Timeline*

Provide a timeline for the proposed project. The timeline should align with the activities included in the project description and the expenses described in the budget form and budget narrative.

At a minimum, the timeline should include start and end dates and what will be accomplished by the midpoint and end of the project and the dates by which these are anticipated to occur. All projects must be completed within 24 months from the first disbursement date.

Please use months or quarters to indicate dates. For example, month 1 – solicit and hire new preservation employee.

NOTE: Grant funds cannot be used for work that has already occurred so the timeline should not include activities that occur before the start date.

Character Limit: 1000

Future Plans for Organizational Capacity Projects*

Describe future plans for the project beyond the scope of this grant proposal. Address ALL the following bullet points in your response.

- How does the applicant organization plan to continue the position(s) beyond the award period?
- Describe any potential strategy and funding sources for maintaining the position after the grant period.
- If the position(s) is not intended to extend beyond the grant period, please explain why.

Character Limit: 1500

Planning Projects

Funds support the development of a plan that will guide future growth, activity, or development at the site. See the grant guidelines for more details.

Architectural Significance*

Please describe the architectural significance of the building(s), including any features of particular significance. Include the following information, if known:

- Building style
- Architect or builder
- Role of craftspeople
- Source of building materials
- Overall contributions/significance to American architecture
- Building alterations

Character Limit: 1500

Planning Project Description*

This is a space to expand on your Project Description (summary) provided in the Project Information section. Be sure to address ALL the following bullet points in your response.

- Provide information regarding the current condition of the historic resource and the urgency of the proposed project. For example, is the building or site facing any time-sensitive threats such as water infiltration, structural issues, demolition, or is there a time constraint with the use of other pledged or secured funding sources?
- Describe the planning work (scope of work) to be undertaken and why it is the best approach to meeting the historic resource's preservation needs.
- What type of consultants and/or vendors will be procured as part of the planning process?

- Include details on any prior planning or capital work undertaken within the last 10 years. Planning work includes Preservation Plans, Stewardship Plans, Historic Structures Reports, Environmental/Engineering Studies, etc. Note the type of capital work done and the year (e.g., window repair - 2020, brick repointing on the south façade - 2019).

Character Limit: 2500

Planning Project Budget Form*

The maximum grant award for planning projects is \$75,000.

This includes a 10% cap on indirect costs and a 5% cap on project administration expenses. The caps apply as a percentage of the grant award not the total project cost if it exceeds the amount of the grant award. For more information on project administration and indirect costs, see the grant guidelines.

Download the [AACHAF Planning Project Budget Template](#), complete it and then upload it here. Please be sure to note if sources of income are secured or anticipated in the appropriate column. Watch this [tutorial](#) to learn more about how to complete the form and the budget narrative below.

NOTE: You must use the budget template provided to be considered for funding. Attaching any other budget form makes the application ineligible for funding.

File Size Limit: 1 MB

Planning Project Budget Narrative*

Explain in a clear and concise manner the costs that make up the amount entered for each budget line item. For example, you will want to list what is included in the Indirect Costs line item. Without this explanation, there is no way to evaluate this aspect of the budget.

Character Limit: 1000

Planning Project Expenses*

How were the project expenses determined? Does your organization have proposals with cost estimates from qualified firms or are the project expenses general estimates?

Character Limit: 750

Planning Project Expenses Supporting Documentation

If you have received project proposals with cost estimates, upload the proposals here.

File Size Limit: 7 MB

Secured Funding Sources for a Planning Project

Please attach letters of commitment as one file for the sources of funding identified as secured in your budget.

File Size Limit: 3 MB

Planning Project Timeline*

Provide a timeline for the proposed project. If the project description mentions hiring a consultant, then time should be set aside in the timeline for completion of that activity.

At a minimum, the timeline should include start and end dates and what will be accomplished by the midpoint and end of the project and the dates by which these are anticipated to occur. All projects must be completed within 12 months from the first disbursement date.

Please use months or quarters to indicate dates. For example, month 1 – solicit and secure a consultant.

NOTE: Grant funds cannot be used for work that has already occurred so the timeline should not include activities that occur before the start date.

Character Limit: 1000

Future Plans for Project Planning Efforts*

Describe future plans for the historic resource(s) beyond the scope of this grant proposal. Address each of the following bullet points in your response.

- How will the applicant organization utilize planning documents?
- How will the historic resource(s) be used?

Character Limit: 1500

Programming and Interpretation Projects

Funds support programming and interpretation projects that elevate the significance of historically Black places and their legacy. See the grant guidelines for more details.

Past Programming and Interpretation Work*

Please describe any previous programming or interpretative work (e.g. tours, exhibits) that the applicant organization has undertaken at the site. Be sure to address ALL the following bullet points in your response.

- What work was undertaken?
- When did it occur?
- Approximately how many people participated or interacted with the program?
- How was success measured?
- What lessons were learned that could be applied to this project?

Character Limit: 1500

Programming and Interpretation Project Description*

This is a space to expand on your Project Description (summary) provided in the Project Information section. Be sure to address ALL the following bullet points in your response.

- How was the need for the project determined?

- What is the connection between the proposed project and the history and culture of the historic resource(s), denomination, and community?
- How will the project increase the public's understanding of the historic resource(s) and its cultural heritage? If a site is the focus of the project, how will it increase the public's understanding of the site in the context of African American cultural heritage?
- Describe the proposed interpretive program, exhibit, program planning, etc., that forms your project.
- Describe the marketing plan. Who is the target audience? How will the project reach current and new audiences?
- In addition to a targeted attendance/participation metric, how will the success of this project be measured?

Character Limit: 2500

Programming and Interpretation Budget Form*

The maximum grant award for programming and interpretation projects is \$50,000.

Download the [AACHAF Programming and Interpretation Budget Template](#), complete it and then upload it here. Please be sure to note if sources of income are secured or anticipated in the appropriate column. Watch this [tutorial](#) to learn more about how to complete the form and the budget narrative below.

NOTE: You must use the budget template provided to be considered for funding. Attaching any other budget form makes the application ineligible for funding.

File Size Limit: 1 MB

Programming and Interpretation Project Budget Narrative*

Explain in a clear and concise manner the costs that make up the amount entered for each budget category.

Character Limit: 1000

Programming and Interpretation Project Expenses*

How were the project expenses determined? Does your organization have proposals with cost estimates from qualified firms or are the project expenses general estimates?

Character Limit: 750

Programming and Interpretation Project Expenses Supporting Documentation

If you have received project proposals with cost estimates, upload the proposals here.

File Size Limit: 7 MB

Secured Funding Sources for a Programming and Interpretation Project

Please attach letters of commitment as one file for the sources of funding identified as secured in your budget.

File Size Limit: 3 MB

Programming and Interpretation Project Timeline*

Provide a timeline for the proposed project. If the project description mentions hiring a consultant then time should be set aside in the timeline for completion of that activity.

At a minimum, the timeline should include start and end dates and what will be accomplished by the midpoint and end of the project and the dates by which these are anticipated to occur. All projects must be completed within 12 months from the first disbursement date, and this period includes time to implement and evaluate the programming that is the subject of this project.

Please use months or quarters to indicate dates. For example, month 1 – solicit and secure a consultant.

NOTE: Grant funds cannot be used for work that has already occurred so the timeline should not include activities that occur before the start date.

Character Limit: 1000

Future Plans for Programming and Interpretation Projects*

Describe future plans for the project beyond the scope of this grant proposal. Address each of the following bullet points in your response.

- How will consultant recommendations be implemented?
- How will education programs be institutionalized?

Character Limit: 1500

Letters of Support

Letters of Support

Upload up to three letters of endorsement that express support for the project and/or the organization's ability to carry out the project. Mailed letters or letters sent by email will NOT be considered.

***Please do not have letters mailed to the National Trust for Historic Preservation. Nor should letters be emailed to the AACHAF. Letters of support must be uploaded in the spaces below.**

Letters of endorsement can be addressed to:

Ms. Alaska McInnis

Director, National Grants Program, AACHAF National Trust for Historic Preservation

600 14th Street NW, Suite 500

Washington, DC 20005

Letter of Support 1

File Size Limit: 1 MB

Letter of Support 2

File Size Limit: 1 MB

Letter of Support 3

File Size Limit: 1 MB

Photographs

Please upload four to six photos of your project below. Photos must include high quality exterior and interior images of the property or historic resource that is the focus of the grant application. Please include at least one overall view of the property or historic resource. Also, provide historic images, if applicable. Professional photos are not required.

For Capital Projects, in addition to at least one exterior photo, be sure to include photos documenting the damage to be repaired or the areas where the proposed work will be undertaken.

If your project does not involve a site, please upload images that reflect your organization and its work.

Horizontal (landscape) photos are preferred. Photos need to have a minimum resolution of 1028 pixels x 400 pixels or 300 dpi.

*Please submit all photos in JPG or JPEG format and name using the following format:

ApplicantOrganizationName-ProjectName-ProjectType-Two-letterStateAbbreviation-Number or NumberBriefDescription.

Example A: CabbotvilleHistoricalSociety-CabbotHome-Planning-TX-1

Example B: CabbotvilleHistoricalSociety-CabbotHome-Planning-TX-1Exterior

PLEASE NOTE: WE RECOMMEND SAVING A DRAFT OF THE APPLICATION BEFORE UPLOADING PHOTOS. Click the "Save as Draft" button at the bottom of this page to save the application draft.

Photo 1*

For projects involving a building or site, please upload a current photo of the overall exterior view.

File Size Limit: 3 MB

Photo 2*

File Size Limit: 3 MB

Photo 3*

File Size Limit: 3 MB

Photo 4*

File Size Limit: 3 MB

Photo 5

File Size Limit: 3 MB

Photo 6

File Size Limit: 3 MB

Photo Credits*

Provide the information requested for each of the photos uploaded.

Photo Number	Date Taken	Brief Description of Photo (ex: front and right side of Evans Road Lodge)	Photo Credit (Taken by)
1			
2			
3			
4			
5			
6			

Social Media

Social Media Platform Participation

On which social media platforms (Facebook, Instagram, Twitter, TikTok, etc.), if any, is your organization active? Please list the handle/website of any platforms your organization utilizes.

For example, for the National Trust this would be:

Website: <https://savingplaces.org/action-fund-grants>

Instagram: @SavingPlaces

Twitter: @SavingPlaces

Facebook: <https://www.facebook.com/NationalTrustforHistoricPreservation>

Character Limit: 250

Additional Supporting Documentation

Attach up to two additional supporting documents that you feel will enhance a reviewer's understanding of your project. If you are attaching additional photos, please use the file naming format described in the Photographs section. For all other types of documentation, please use the following format: ProjectNameBriefFileDescription-Two-letterStateAbbreviation -YYMMDD.

Example A (Document): Jeshua Rosenwald School-HistoricStructuresReport-NC-230519

Example B (Photograph): CabbotvilleHistoricalSociety.CabbotHome.Planning-TX-1Exterior

Additional Supporting Documentation 1

File Size Limit: 8 MB

Additional Supporting Documentation 2

File Size Limit: 8 MB

Certification

Provide the name and title of the authorized official submitting this application for an African American Cultural Heritage Action Fund grant. The authorized official must be a representative of the applicant organization who has the authority to sign legally binding documents on behalf of the organization (e.g., an executive board officer (i.e., board chair) or an executive staff member with signatory authority (i.e., President or CFO)).

By entering their name below, the authorized official gives the National Trust for Historic Preservation (Funder) the absolute and unqualified right to use in whole or in part, in whatever manner the National Trust for Historic Preservation may desire, including (but not limited to) use for publicity, audio-visual presentation, and/or promotion, all photographs, video, and other materials submitted as part of this grant application, and certifies that the information contained in this application is true and correct to the best of their knowledge.

By submitting photographs, films, or recordings (works) to the Funder you agree to the following terms and conditions:

1. You retain the copyright to all work(s) submitted to the Funder.
2. You grant to the Funder a perpetual, irrevocable, royalty-free, fully transferable, unconditional, non-exclusive, worldwide right to reproduce all or a portion of the work(s) an unlimited number of times in any and all media for any editorial, commercial, promotional, trade, or other corporate purposes.
3. You hereby waive your right to inspect or approved any copy that is used in connection with the work(s) in any existing or subsequently developed medium,

and you agree to release and discharge the Funder, including their affiliates and licensees, from any and all claims arising out of such use for the purposes described above, including any claims for libel and invasion of privacy.

4. You represent and warrant that:
 - a. you are the sole owner of, or otherwise have the authority to grant, all rights herein granted to the Funder; and
 - b. the work(s) submitted does not infringe upon any copyright, trademark, or other proprietary right, violate any right of privacy, or contain libelous, scandalous, or unlawful material.

Applicant Certification*

Are you a duly authorized representative of the applicant?

Choices

Yes

No

Name*

Character Limit: 200

Title*

Character Limit: 200

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