

**Virginia Battlefield Preservation Fund Grants
2020 Grants (State Fiscal Year 2021)
Application Form**



Virginia Department of Historic Resources (DHR)

2801 Kensington Avenue

Richmond, Virginia 23221

Name of Applicant

Name of Project

Property Location (County/City)

**VIRGINIA BATTLEFIELD PRESERVATION FUND (VBPF)
GRANT APPLICATION: 2020 (STATE FISCAL YEAR 2021)**

PROJECT INFORMATION		
Name of Project:	County/City:	
<i>Please note that project names may be publicized, and landowners may prefer not to have their names in press releases.</i>		
Summary Description of Project (150 words or less):		
Amount of Funds Requested:	Amount of Match:	
Project Type:	<input type="checkbox"/> Fee Simple Acquisition	<input type="checkbox"/> Easement Acquisition
Anticipated Acquisition Date:		
<i>For prior acquisitions, provide the closing date. No applications will be accepted for projects that closed prior to August 10, 2019.</i>		
APPLICANT INFORMATION		
Applicant Organization:		
Contact Name & Title:		
Address:		
City/Town:	State:	Zip Code:
Phone:	Email:	
Partner Organization (if applicable):		
<i>Applicants must provide copies of: IRS Form W-9, IRS Form 990, letter from IRS verifying 501(c)(3) status, copy of registration with Virginia Department of Agriculture and Consumer Affairs, and documentation of registration and good standing with the State Corporation Commission.</i>		
PROPERTY OWNER INFORMATION		
Current Owner:		
Address:		
City/Town:	State:	Zip Code:
Phone:	Email:	
PROPERTY INFORMATION		
Street Address:		
City/Town:	State:	Zip Code:
Tax Map/Parcel/PIN No(s):	Parcel Area (Acres):	
Total Acreage to be Conserved:		
Briefly describe project location (e.g. topography, adjacent streets/roads, water bodies, adjacent development).		

PROJECT ELIGIBILITY

CIVIL WAR: Please provide the complete priority rating and identify **all** battlefields within which the property is located.

Name of Civil War Battle/Battlefield: _____

Priority I. ____ Priority II. ____ Priority III. ____ Priority IV. ____

Class A Class B Class C Class D

Approx. Acres in Core Area: _____

Approx. Acres in Study Area: _____

Provide a summary description of the battle and its historic significance, including the specific battle actions or troop movements that occurred on the property.

Name of Civil War Battle/Battlefield (as applicable): _____

Priority I. ____ Priority II. ____ Priority III. ____ Priority IV. ____

Class A Class B Class C Class D

Approx. Acres in Core Area: _____

Approx. Acres in Study Area: _____

Provide a summary description of the battle and its historic significance, including the specific battle actions or troop movements that occurred on the property.

Name of Civil War Battle/Battlefield (as applicable): _____

Priority I. ____ Priority II. ____ Priority III. ____ Priority IV. ____

Class A Class B Class C Class D

Approx. Acres in Core Area: _____

Approx. Acres in Study Area: _____

Provide a summary description of the battle and its historic significance, including the specific battle actions or troop movements that occurred on the property.

REVOLUTIONARY WAR/WAR OF 1812: Please provide the significance category and integrity rating.

Name of Revolutionary War/War of 1812 Site: _____

Priority I Priority II Priority III Priority IV Needs Further Study Commemorative Opportunity

Class A Class B Class C Class D

Provide a brief summary description of the site and its historic significance, including the specific military actions or events that occurred on the property and/or its association with related government or citizen actions.

LISTING ON STATE AND FEDERAL HISTORIC REGISTERS:		
Is the property listed on the Virginia Landmarks Register?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Individually	Date of Listing:	
<input type="checkbox"/> As a contributing resource to an historic district	District Name:	
Is the property listed on the National Register of Historic Places?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Individually	Date of Listing:	
<input type="checkbox"/> As a contributing resource to an historic district	District Name:	
<i>Please attach a copy of the nomination form.</i>		
ADDITIONAL CONSERVATION VALUES		
Within Journey Through Hallowed Ground National Heritage Area	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Within Mosby Heritage Area	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Within Shenandoah Valley Battlefields National Historic District	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Within other Heritage Area:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fronts/adjoins Virginia Byway	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fronts/adjoins designated Scenic Road	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fronts/adjoins Virginia Scenic River	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Within Chesapeake Bay Watershed	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Proximity of project property (in miles) to conserved lands: Describe the type and location of conserved lands (e.g. federal, state, or local publicly owned park, wildlife refuge, conservation easement lands). Provide a map of project property in relationship to conserved lands.		
Select the ConserveVirginia priorities that are applicable to the property. Additional information and related database are available at the following link: https://www.dcr.virginia.gov/conservevirginia/		
<input type="checkbox"/> Protected Landscape Resilience	<input type="checkbox"/> Scenic Preservation	<input type="checkbox"/> Cultural and Historic Preservation
<input type="checkbox"/> Natural Habitat and Ecosystem Diversity	<input type="checkbox"/> Agriculture and Forestry	
<input type="checkbox"/> Floodplains and Flooding Resilience	<input type="checkbox"/> Water Quality Improvement	
PUBLIC ACCESS AND INTEREST		
<input type="checkbox"/> Public access will be allowed year-round <input type="checkbox"/> Public access will be allowed more than 50% of the year <input type="checkbox"/> Limited public access (less than 50% of the year) will be allowed <input type="checkbox"/> Property provides demonstrated visual access from public areas (e.g. visible from public right-of-way) <input type="checkbox"/> No public access provided		
Please describe the level and type of public access planned for the property and provide a timeline for when this access will be provided. Indicate the type and quantity of trails, signage, or related amenities.		

For easement acquisition projects, landowner is aware of public access requirements of DHR's Easement Program (including interiors of historically significant buildings) and is receptive to any planned access projects for the property.

Yes, letter from landowner attached

Explain how the project supports education, research, recreation, tourism, and community development in Virginia. Support letters from localities or preservation groups are encouraged.

INTEGRITY AND USES OF THE PROPERTY

Describe historic battlefield landscape features such as fortifications (earthworks, trenches, rifle pits), roads, or other archaeological sites (building foundations) that remain intact on the property. *Documentation supporting the presence of any of these features must be provided. Sufficient documentation includes photographs, archaeological reports and/or Phase I Archaeological Survey (if available), historic maps or other historic documents.*

Describe the physical features (e.g. natural terrain, ground cover, waterways, marshes, knolls/ridges) associated with the battle(s) that are currently visible on the property.

Describe **prior** uses of the property such as residential, agricultural crop production, animal husbandry, vacant land, or timber harvesting/replanting.

Describe **current** uses of the property such as agricultural crop production, animal husbandry, equestrian uses, timber harvesting/replanting, residential, historic site interpretation, museum/visitor use, vacant land, etc.

Are you aware of any significant ground disturbing activities (relic hunting, sand or gravel mining, installation of irrigation lines or water/sewer lines, utilities) that have occurred or will occur on the property? If yes, please describe.

Describe plans for stewardship, treatment, and maintenance of historic resources present on the property and how those plans are consistent with historic preservation standards.

Describe plans for future uses of the property (including battlefield interpretation) and how those uses are consistent with historic resource stewardship and protection.

Describe proposed battlefield landscape rehabilitation work, including conversion of ground cover. If plans include demolition and removal of existing non-historic buildings and structures, include a timeline and budget for completion.

Describe any planned new construction, whether for residential, agricultural, interpretative or other purposes.

List **all** buildings and structures on the property, their approximate age, condition, use (e.g. residential, agricultural, storage) and if it will be removed. Include dwellings, tenant houses, outbuildings, barns, etc. and structures such as roads, wells, septic systems, ponds and utilities. **Include at least one photo of each building/structure.**

Building/Structure Type or Name	Age (Years)	Condition (Excellent, Good, Fair, Poor, Ruin)	Current Use	Retain or Remove
<i>Example: Main dwelling</i>	25	<i>Good</i>	<i>Primary residence</i>	<i>Retain</i>

Attach additional sheets if necessary.

Briefly describe the historical significance for any building or structure greater than fifty (50) years in age and not listed in the Virginia Landmarks Register or National Register of Historic Places). Provide supporting documentation such as photographs, maps, primary documents, cultural resource surveys, etc.

THREAT

Is the property currently on the market for sale? If yes, provide a copy of the MLS or real estate listing.
 Yes No

Was the property listed for sale in the past nine months? If yes, provide a copy of the MLS or real estate listing.
 Yes No

Is the property proposed to be developed? If yes, provide copies of permits, subdivision/zoning applications, etc.
 Yes No

Is the property currently in an estate being settled? If yes, provide copies of relevant estate documents.
 Yes No

Has more than 10% of the primary battlefield been protected (e.g. easements, public ownership)?
 Yes No

Has the property been vacant/neglected for more than one calendar year?
 Yes No

Include a statement that demonstrates the nature, extent, and severity of the threat(s) to the property, particularly to its historic integrity. How does the proposed project address and mitigate the described threat(s)?

Describe any compelling needs for preservation that would give this project additional priority. Does it protect a unique resource (e.g. hospital, headquarters) or contribute to larger landscape scale conservation of a particular battlefield?

Is the property currently in public ownership for purposes consistent with the VBPF? Yes No

Is the property already encumbered by a permanent protective conservation or open-space easement? If yes, provide a copy of the easement document. Yes No

LEGAL AND TAX MATTERS

Will the property be subject to a life estate?
 Yes No

For easement acquisition projects, is the property to be placed under easement held in trust? Yes No

Will there be a combination of grant funding **and** federal or state tax incentives to purchase an easement on the property? Yes No

Has the property been previously platted for subdivision? If yes, attach a copy of recorded plat of subdivision.
 Yes No

Will there be a mortgage or other lien on the property when the easement is recorded? If yes, attach letter from lender(s) indicating their willingness to subordinate the lien to the easement. Yes No

Does the applicant intend to transfer ownership of the property to the National Park Service/federal government after acquisition? Yes No

List encumbrances that impact the property (e.g. utility easement, right-of-way easement, oil or gas lease). Provide copies of all encumbrance documents.

Are there any known title defects or other title issues that may impact the ability to convey an easement on the property? If yes, describe issue(s) and outline steps being taken to correct/address them.

Are there any deed restrictions, covenants, zoning proffers, or homeowners association agreements that impact the property? If yes, provide copies of related documents. Yes No

Please identify any other information about the property or its condition not included above, such as boundary line disputes, environmental issues, third party access easements through the property, matters involving public infrastructure projects or pending takings by the Commonwealth or any public utility, etc.

STATE AND LOCAL PLANS

Zoning Designation: | **Future Land Use Designation:**

Is perpetual conservation of the property through an open-space easement consistent with the current comprehensive plan in effect for the locality?
 Yes, correspondence from county planning official attached No

Copy/paste sections of comprehensive plan relevant to proposal below:

Does the project meet a Regional Historic Resources need identified in the *Virginia Outdoors Plan (2018)*?
 Yes, referenced on page(s) _____ No

Copy/paste sections of Virginia Outdoors Plan relevant to proposal below:

Are there any projects listed in the *VDOT Six-Year Improvement Program* plan (final FY'20 or draft FY'21) that impact the property? If yes, identify specific project.
 Yes No

PROJECT BUDGET

Purchase Price:	\$
Appraisal:	\$
Appraisal Review:	\$
Environmental:	\$
Title Insurance:	\$
Recording Fees & Taxes:	\$
Legal Fees:	\$
Easement Program Fees	\$
Other:	\$
Other:	\$
Total Project Cost:	\$
VBPF Grant Request:	\$
Match:	\$
Other (describe):	\$

Grant request may be no more than 50% of appraised value. See the VBPF 2020 Grant Manual for a list of eligible costs.

Sources of Match

Note: State funds are not allowable sources of match

Source	Amount	Applied, Awarded/Pending, In-hand
	\$	
	\$	
	\$	

MANAGEMENT AND ORGANIZATIONAL CAPACITY

Describe the financial and administrative capacity of the applicant to successfully complete the project and appropriately steward the property after acquisition. (Links to budget/annual reports encouraged)

What is the applicant's mission statement?

Provide an example of successful and timely completion of another project using a VBPF grant or other grant funding source, such as installation of interpretive signage or organization of a battlefield tour or educational program.

Describe the applicant's stewardship of historic battlefield properties. Attach a management plan for other properties owned or stewarded by the applicant or a documentation of a battlefield landscape rehabilitation project.

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Describe what work has been conducted toward completion of this project. Identify any time-sensitive issues.

For any applicant submitting multiple applications, please specify the priority that this particular project has among your organization's other grant applications and why.

REQUIRED PERPETUAL EASEMENT

Applicant and/or property owner (as applicable) have contacted DHR's Easement Program and received a copy of the program information packet, application form, and easement template.

Yes No

Outline the proposed terms and conditions of the perpetual historic preservation and open-space easement, including any reserved rights (e.g. divisions/subdivisions; new dwellings, agricultural buildings, or roads; activities, etc.) or attach a draft of the easement deed.

SIGNATURE OF APPLICANT

DATE

This is to certify that the information set forth above is correct to the best of my knowledge and will be updated in the event that anything set forth above changes. This application must be signed by an organization official with the authority to commit funds.

PRINT NAME:

APPLICATION CHECKLIST

All applicants must provide a digital version of the full application compiled as one complete document (Word or searchable PDF). All listed components may not be required for every project proposal. Mark "X" for completed elements or "N/A" if component is not applicable or required for project.

- _____ Completed application
- _____ For Civil War battlefield projects, location map showing project property in relationship to battlefield boundaries with core and study areas clearly identified
- _____ For Revolutionary War/War of 1812 projects, historic documentation, such as battle maps and/or accounts, establishing that the project property is within the boundaries of a Revolutionary War/War of 1812 site
- _____ Location map showing proximity of project property to conserved lands
- _____ Aerial map or photograph of project property
- _____ Topography map (7.5 minute)
- _____ GIS shapefile showing boundary of project property
- _____ Current boundary survey prepared by Virginia licensed surveyor (if available at time of application)
 - Note: a draft survey in progress or existing older survey may be submitted with application
- _____ Contract of sale or letter from the property owner indicating willingness to sell the land
- _____ Title commitment not less than 90 days old
- _____ Copies of recorded deeds showing continuous chain of title going back to 1900
- _____ Copies of recorded encumbrances and liens, covenants or restrictions, and zoning proffers
- _____ Letter from lender(s) indicating their willingness to subordinate an existing lien to the required easement
- _____ Correspondence from locality regarding comprehensive plan
- _____ Internal Revenue Service Form 990, Form W-9, and letter verifying the applicant's 501(c)(3) status
- _____ Documentation of current registration with the Virginia Department of Agriculture and Consumer Affairs
- _____ Proof of registration with State Corporation Commission and/or Certificate of Existence/Good Standing
- _____ Bylaws for applicant organization
- _____ Verification of the date on which the applicant closed on the sale of the property
- _____ Documentation of threat, including copies of MLS/real estate listings, estate documents, zoning applications, permits, encroaching development, and recorded plats of subdivision as applicable
- _____ Documentation supporting the presence of battlefield landscape and/or archaeological features
- _____ Draft deed of historic preservation and open-space easement indicating proposed easement terms or outline of proposed easement terms
- _____ Digital photographs that clearly and comprehensively document the overall setting and landscape of the property as well as all historic and non-historic buildings, structures, archaeological resources, military fortifications, roads, and other features on the property. Note: Include a photopoint map indicating the location of each photo.
- _____ Letters of support from organizations and/or resolutions from governmental bodies whose interest in the project proposal reflects wide community-based support for the application
- _____ Appraisal, if available
- _____ Statement demonstrating appropriate match and specifying the source of the funds

- _____ For easement acquisition projects, written statement from the property owner affirming his/her (i) commitment to place the property under a perpetual easement held by the Virginia Board of Historic Resources; (ii) receipt and review of DHR's battlefield easement template; and (iii) knowledge of public access requirements of DHR's Easement Program.
- _____ Virginia Landmarks Register/National Register nomination form
- _____ Environmental survey if available/appropriate
- _____ Existing conservation easement that impacts the project property
- _____ Management plan for other battlefield properties managed by applicant
- _____ Documentation of a battlefield landscape rehabilitation project