

Alaska Maritime Heritage Grant Program

Frequently Asked Questions 8/10/23

Can individuals apply for an Alaska Maritime Heritage grant?

The National Park Service's provisions in this reimbursable, matching grant program states that the *subgrantee must be a unit of State or local government, or a private nonprofit organization* (academic and cultural institutions are considered non-profits). Individuals with special expertise would need to partner with a state or local governmental unit or nonprofit organization to receive a subgrant. 54 USC 308703 (d)(5)

What would such a partnership consist of?

Since, in this case, "individuals" are not eligible to directly apply for a Maritime Heritage grant, individuals with particular maritime heritage expertise, knowledge, and/or experience, must partner-with a non-profit or state/local governmental unit. The local governmental unit, or non-profit organization (including cultural and/or academic institutions) would serve as the sub-grantee. And as sub-grantee, they could then contract for the professional services needed to carry out the scope of work in their Alaska Maritime Grant project. (This applies to both the Education and Preservation grants.)

How much grant money may our organization request for a Maritime Heritage project?

The minimum and maximum request for a Preservation grant is \$10,000 and \$50,000, respectively. For an Education grant, the minimum is \$5,000 and maximum is \$50,000.

Are specific forms or formats required when submitting our requests for reimbursement and narrative progress reports?

The SHPO will supply grant recipients with specific forms, file formats, and reporting examples after a grant has been executed.

How much match is required?

This grant program requires a 1:1 match. For example, if your entity requests \$15,000 in grant money, it must match that with at least \$15,000, and the total project cost would be at least \$30,000.

Are we allowed to request funding for more than one project?

Yes, it is possible to submit two different grant applications under the Alaska Maritime Heritage Program in any combination of Education or Preservation. For example, let's say that the Cordova Maritime Heritage Society, a hypothetical non-profit, applies for a Preservation grant to begin rehabilitation work on a historic boat-building facility. The Cordova Maritime Heritage Society could also submit a separate application for an Education grant to organize a public lecture and demonstration on net-hanging.

When can we begin the project?

Upon full execution of a grant agreement by the Alaska State Historic Preservation Office (SHPO) and your entity, you may begin your project. No expenses incurred before execution are eligible for reimbursement or match.

How does a reimbursable grant work?

Your entity will not receive advances or grant money upfront. Instead, as your entity incurs costs after receiving a fully executed grant agreement, you may submit proof of costs (i.e., copies of cancelled checks, invoices for in-house and contractor labor records), along with a request for reimbursement and a sufficient narrative progress report. You may submit these on either a monthly or quarterly basis.

What properties in Alaska are listed in the National Register of Historic Places or are National Historic Landmarks?

A national data base is maintained describing all properties listed in the [National Register of Historic Places](#). For a list of National Historic **Landmarks** by state:

<https://www.nps.gov/subjects/nationalhistoriclandmarks/list-of-nhls-by-state.htm>

Is it possible to apply for an Alaska Maritime Heritage grant to acquire a historic marine property, such as a fishing vessel?

No, acquisitions are not part of the Alaska Maritime Heritage Grant Program.

What identification numbers are required on the Maritime Heritage grant application?

EIN (*Employer Identification Number*), where applicable

UEI (*Unique Entity Identifier*), replaces DUNS

A Unique Entity Identifier (UEI) is a number issued by the System for Award Management (SAM) to identify entities that do business with the federal government.

Vendor Customer Number: VCUST numbers are important. **Without it, you cannot be reimbursed.** Vendor customer numbers are issued by the **State of Alaska** for anyone who does business with the State, including recipients of state-funded grants, independent contractors, private businesses, and professional consultants. If you do not have a Vendor Customer number, you may apply for one via the Alaska Department of Administration, Division of Finance:

<https://doa.alaska.gov/dof/vendor.html>

What can serve as match?

Cash, in-kind labor, goods and services, as well as volunteer time and donations may count as match, as long as each is adequately documented. If general or professional volunteer time is used as match, thorough recordkeeping of donated labor hours, rates, dates, and names is required. Funds from other grant sources maybe considered match, if they can be shown to directly and wholly support the purpose of your Maritime Heritage project **AND, if those additional supporting funds are NOT federal monies.**

How do we put a value on volunteer time?

Volunteers should perform duties that make a true contribution to the completion of the grant project. Information below from the National Park Service's *Historic Preservation Fund Manual* describes how to value a volunteer's time:

H. Valuation of In-kind Contributions from Nonfederal Third Parties. 1. Valuation of volunteer services. Volunteer services may be furnished by professional and technical personnel, consultants, and other skilled and unskilled labor. Volunteer services may be counted as matching share if they are an integral and necessary part of the approved work (but see Exclusions, Section N, below). 2. Rates for volunteer services. a. Volunteer services charged to the NPS grant must be such as will make a meaningful and desirable contribution. Volunteers must possess the required qualifications in the skill or profession involved, and must actually perform that specific work. Rates claimed for volunteer services must be consistent with those regular rates paid for similar work in other activities of the State Government. In those instances in which the skills required for the HPF-assisted work are not found in the State Government, rates used must be consistent with those paid for similar work in the labor market in which the grantee competes for the kind of services involved. b. If a volunteer performs services outside his profession or trade, this volunteer time must be valued at the Federal minimum wage rate unless a higher rate can be documented as applicable and is approved by the SHPO. All such rates are subject to NPS field and audit review. ---HPF Grants Manual 14-4

What is the maximum allowable hourly rate for volunteers?

General volunteers: The Alaska SHPO has approved an hourly rate for general volunteers using valuations provided nationwide by *The Independent Sector*. (See H.2.b above.) For Alaska *the maximum allowable rate* for general volunteers is valued at **\$33.60/hour.** [2022 VVT Estimates 3.24.23.xlsx \(independentsector.org\)](#)

Professional volunteers: For match purposes, certain volunteers may provide specialized, technical skills essential to the project's success.

(For example, an architect and/or historian who volunteers professional services for an Alaska Maritime Heritage grant project.) In this case, rates used should be consistent with those paid for similar work in the State government or labor market in which the grantee competes for the kind of services involved, per H.2.a above.

What is the maximum allowable hourly rate for hired consultants or contractors in a Maritime Heritage Grant?

The maximum hourly rates for Consultants and Contractors hired by the sub-grantee **may not** exceed 120% of a Federal GS Grade 15, Step 10 salary per project location, plus local cost differential. For Alaska, in 2023, the maximum allowable amount is \$105.52/hour. **See:** [SALARY TABLE 2023-AK \(opm.gov\)](#)

In instances where consultants are hired at salaries above the threshold of \$105.52/hour, the excess costs must be paid **outside** of the Alaska Maritime Heritage Grant (and nonfederal share), and the overage amount cannot be credited towards the match.