



**The National Fund for Sacred Places**  
**A program of Partners for Sacred Places in collaboration with**  
**the National Trust for Historic Preservation**

## **OVERVIEW**

The National Fund for Sacred Places (the National Fund) is a program of Partners for Sacred Places in collaboration with the National Trust for Historic Preservation.

The National Fund provides:

1. grants for the planning and execution of urgent capital projects at historic sacred places that are valued for their cultural importance as well as their role in providing human services, strengthening communities, and revitalizing neighborhoods; and
2. training, capacity-building and technical assistance to ensure that grant-funded projects are successfully planned and implemented.

Capital grants from the National Fund range from \$50,000 to \$250,000 and can be used to repair or restore key elements of a sacred place that keep the building stable, watertight, and available for use by the community. Grants of \$50,000 to \$100,000 require a one-to-one match, while grants over \$100,000 require a two-to-one match. Only funds raised after a congregation has been notified of its acceptance into the National Fund program are eligible for matching funds. Work on the National Fund project may not begin until the congregation has been accepted into the program and all capital grant documentation has been reviewed and approved by the National Fund team.

If accepted into the National Fund program, congregations must raise one quarter of the matching funds and provide permit ready architectural planning documents that describe a definitive scope of work formalized through the capital grant submission process. All capital project work must comply with the [Secretary of the Interior's Standards](#). In addition to the project documentation, participating congregations must demonstrate a sound fundraising plan for funding the entirety of the project, not just the National Fund matching funds. After National Fund program staff have approved architectural documents and reviewed the fundraising plan in the capital grant submission form, 50% of the capital grant is paid to the congregation. The remainder of the capital grant is paid when the capital project is complete and finished work has been reviewed and approved by National Fund program staff.

## **ELIGIBILITY REQUIREMENTS**

1. The property must be located within the United States or its territories.
2. The property must have been originally built to be a house of worship and must be owned by an active community of faith.
3. The congregation must be at least three years old.
4. The applicant must be a religious congregation or closely affiliated nonprofit organization.
5. The property must possess historical, cultural, or architectural value and/or be listed on or eligible for the [National Register of Historic Places](#). We do not ask for any official documentation of historic or

cultural significance. Please refer to the [National Register criteria](#) for significance to determine which criteria apply to your congregation.

6. The property must be occupied by a congregation that is community-minded and that serves nonmembers. Congregations that share space and partner with other nonprofit organizations are prioritized.
7. The property must have urgent repair needs related to structural components, walls, roof, and/or other elements of the building envelope that are integral to life safety. Projects that improve the [ADA accessibility](#) of the property or projects that make vacant or underutilized space more suitable for community use are also eligible.
8. Anticipated capital projects must respect the property's historic character and materials, and must adhere to the [Secretary of the Interior's Standards for Rehabilitation](#).
9. The congregation must demonstrate a need for project funds that exceeds the congregation's typical donor base and membership.
10. The applicant must exhibit several signs of positive organizational health, including, but not limited to:
  - a. Senior clergy (and/or lay leadership) is established in tenure
  - b. Consensus around project goals
  - c. Commitment to retaining and caring for the historic property
  - d. Stable or growing membership
  - e. Established partnerships with external entities
  - f. Financial strength and stability
  - g. If applicable, positive and supportive relationship with regional denominational offices.
11. The congregation must work with [Partners for Sacred Places](#) and the [National Trust for Historic Preservation](#) prior to disbursement of the capital grant to ensure that all program requirements have been met. Recipients are required to:
  - a. Develop a comprehensive scope of work described by permit-ready construction documents with cost estimates produced by an experienced, qualified building professional or team of professionals, typically including architects
  - b. Develop a realistic budget and timeline for completing the work
  - c. Develop a realistic fundraising plan
12. Grants of \$50,000 to \$100,000 require a 1:1 match. Grants of \$100,001 to \$250,000 require a 2:1 match. One-quarter of the required matching funds must be raised or pledged before any portion of the grant can be disbursed. **Funds that have been pledged before entry into the program cannot count toward the required match.**

Please note that the congregation is not required to have developed a finalized repair plan, budget, timetable, or fundraising plan prior to acceptance into the program.

## **GUIDELINES FOR THE NATIONAL FUND FOR HISTORIC PLACES**

Please review the Eligibility Requirements prior to consulting these guidelines.

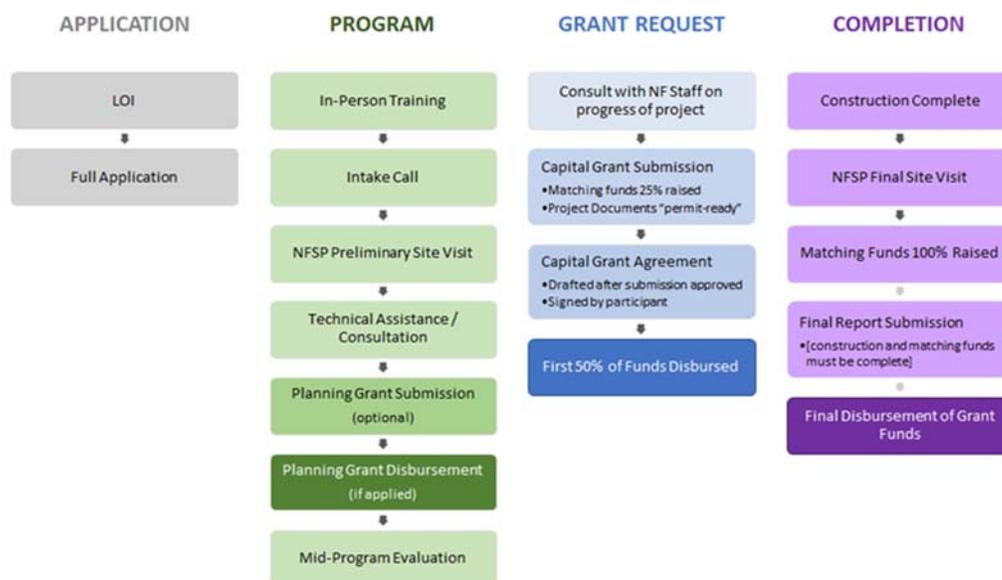
### **Grant Deadlines**

The National Fund grant program operates on an annual cycle. Letters of Intent will be accepted from January 18 to March 7, 2022. After careful review, a select number of congregations will be invited to complete a full application in June. Full applications are due July 18, 2022. Final decisions will be made and congregations will be notified of their acceptance status by October 2022.

## Application Process

There is a three-step process to receive a capital grant from the National Fund for Sacred Places program:

1. Letter of Intent (LOI): A preliminary indication of interest and capacity. The LOI should address five of the National Fund's five core criteria: national/regional significance, community engagement, project scope/need, fundraising campaign readiness, and congregational health. The deadline for 2022 LOIs is March 7.
2. Application: After review of the LOIs, a limited number of congregations will be invited to submit a full application in June 2022. The application should detail congregational traits, leadership, programming, and the proposed capital repair project. Full applications are due July 18, 2022.
3. Capital Grant Submission: If a congregation is accepted into the National Fund program, a required period of consultation and technical assistance led by Partners for Sacred Places in collaboration with the National Trust will be initiated. Congregations that successfully complete the consultation and technical assistance will be invited to complete a Capital Grant Submission form. Successful submissions will provide permit-ready documentation describing the scope of work supported by the National Fund and documentation that one-quarter of the matching funds have been raised or pledged. After the submission has been approved by our review team, the first half of the award is disbursed, and work may begin on the National Fund project. The final half of the grant award is released once the project is completed and the finished work has been reviewed by the National Fund team.



## MATCHING FUND REQUIREMENTS AND GRANTS PAYOUTS

All capital grants awarded from the National Fund require a cash match. Any grant under \$100,000 requires a 1:1 cash match, while grants of \$100,001 or more will require a 2:1 cash match (for example, in a 2:1 scenario, a \$200,000 grant will require the congregation to raise an additional \$400,000 in matching funds). The grant amount will not exceed 50% of the project cost.

The intent of requiring Matching Funds is to leverage new money raised because of the congregation's participation in the Fund. Therefore, funds solicited, applied for, pledged or secured prior to the congregation's official acceptance into the program will not be counted toward the project match. For example, if the congregation received notification that their application was successful and their organization was accepted into the program in October 2022, any grants applied for and any donations solicited prior to that date, even if the funds were received after October, would not be eligible as matching funds.

Grants will be paid in two installments: 50% will be paid upon the execution of a capital grant agreement and confirmation that 25% of grant-required matching funds have been secured (paid or pledged). The remaining 50% will be paid upon completion of the grant-funded project and confirmation that 100% of the grant-required matching funds have been secured. No portion of the grant will be paid until grant request applications are received, reviewed, and approved.

The congregation must agree to create an Interim Progress Report when the project is 50% complete. The interim progress report can be in the form of a debriefing by conference call or video conference, an email message, or an online form. The report must describe the status of the project and all expenditures made from grant funds as well as provide an update on the congregation's compliance with the terms of this Agreement.

*Your match can include:*

- Congregational giving
- Cash or documented pledges from individuals, foundations, or corporations
- Government grants
- Organizational funds
- Funds raised through events, raffles, and other fundraising efforts
- Proceeds from the sale of stock or real estate
- Matured bequests
- In-kind materials and professional services that directly benefit the grant-funded project. In-kind donations may not exceed 20% of the required matching funds. Value will be based on the fair market value of donated materials or services. Grantees that will be using in-kind donations as part of their match should be in contact with National Fund staff to ensure that the pledged amount is properly determined and documented.

*Your match cannot include:*

- Reserve funds
- Bridge or construction loans
- Funds solicited, applied for, pledged, or secured prior to official acceptance into the program. For example, if the grantee received notification that their application was successful and their organization was accepted into the program on October 1, 2021, any grants applied for and any donations solicited prior to that date, even if the funds were received after October 1, would not count towards the match.

Grantees must provide documentation for any single matching gift of \$25,000 or more. In addition, grantees must agree that they will retain documentation of all matching funds for a period of three years post-grant, and will share this documentation with National Fund staff if requested.

## **GRANT CONDITIONS**

Grant recipients will be required to sign a contract agreeing to the conditions of the National Fund program. Grant conditions include:

- Grant recipients must acknowledge that the National Fund for Sacred Places is a historic preservation program, not a program for new construction.
- Overall stewardship of a congregation's historic resources, or the church's impact on community historic resources, is part of the evaluation. A project or plan that requires demolition of an historic building or has an adverse impact on a historic resource will not be eligible, even if the demolition or impact is not funded by the National Fund for Sacred Places.
- Grants or matching funds cannot be used directly or indirectly to influence a member of Congress to favor or oppose any legislation or appropriation.
- Any documents or plans for preservation work that result from the project must conform to the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#).
- At least three (3) competitive bids/quotes must be obtained for any procurement of services that exceed \$50,000. Congregations typically will not be required to submit documentation of competitive bids but should retain all related documentation for a period of three years post-grant and be able to provide documentation if requested. In exceptional circumstances where obtaining three competitive bids is unreasonably difficult or if the congregation has a preferred contractor that they have a history with, the congregation may submit written rationale for considering a no-bid contract. This provision applies only to portions of the project supported by National Fund program grant funds.
- Consultants must be approved by the National Trust for Historic Preservation and Partners for Sacred Places prior to the distribution of funds.
- National Fund grants cannot be used to pay staff salaries. Board members of the congregation's organization cannot serve as consultants unless appropriate conflict of interest procedures is followed and documented.
- Grant projects must be completed within the timeframe outlined in the grant award letter. Projects cannot begin construction until National Fund staff have reviewed and approved provided plans and documentation.
- Grant recipients must include appropriate acknowledgement of financial support from the National Fund program in all printed materials generated for the project.
- A final report and financial accounting of the expenditure of the grant funds must be submitted within six (6) months of the project completion date. A final report form will be provided. If the project is not completed in accordance with the contract, the grant funds must be returned.

## **ELIGIBLE ACTIVITIES AND EXPENSES**

The National Fund for Sacred Places grants are awarded for capital preservation projects. Grants may be used for the restoration, rehabilitation, stabilization, and preservation of designated historic sites and structures, including bricks-and-mortar construction and associated management of construction

and design services. Bringing a building up to codes and standards, improving usability or ADA accessibility, and renovating vacant or underutilized space are also eligible projects.

## **INELIGIBLE ACTIVITIES AND EXPENSES**

- Certain kinds of sanctuary interior costs such as work intended solely to enhance the worship space or worship experience (ex: replacement of altars, pipe organ restoration or replacement, etc.)
- Sound equipment
- Replacement of pews or other primary sanctuary seating (restoration of historic pews may be considered for eligibility)
- Academic research
- Historic building reports or historic resource surveys
- Consultant services (except as noted above)
- Conferences and educational workshops
- Media and marketing
- Acquisition of property or limited property rights
- Staff or faculty salaries; volunteer reimbursements
- Organizational overhead costs
- Catering, entertainment, food and beverage costs
- Funds solicited, applied for, pledged or secured prior to the congregation's official acceptance into the program will not be counted toward the project match.
- Work that has been completed prior to program entry and the completion of the capital grant submission process.
- Mortgages or debt repayment

REVISIONS: July 2016; 2017; Jan. 2019; Feb. 2021, October 2021, December 2021, January 2022