

MEMORANDUM

DATE: July 29, 2024

TO: Certified Local Governments

FROM:  Amy Spong, Deputy State Historic Preservation Officer

SUBJECT: Scholarship Notice to Attend Preserve Minnesota 2024

The Minnesota State Historic Preservation Office (MNSHPO) is pleased to offer scholarships to Certified Local Governments (CLGs) for the **44th Annual Statewide Preserve Minnesota Conference to be held on September 18-20, 2024 in Red Wing.**

As part of the annual CLG pass-through funding, Heritage Preservation Commissioners, city staff, and city officials with direct involvement in the HPC are invited to apply for a CLG grant for a scholarship to assist in covering the cost of attending the conference. The conference includes a variety of educational sessions, tours, and networking opportunities. More information about the conference is available at the [Preserve MN website](#).

Scholarship recipients must attend the conference on both Thursday and Friday. Scholarships can cover registration and lodging. Hotel expenses can be requested from cities located more than 50 miles from Red Wing. Grants must be matched by 30% for total costs, although there is no cash match required. Travel time and time attending the conference can be used as match. Scholarship recipients are required to make their own registration, transportation and lodging arrangements.

Scholarships will be awarded on a first-come, first-serve basis until all funds have been expended. Each CLG may request scholarships for up to five participants.

Application Deadline: Wednesday, September 4, 2024

Please note that the scholarships will be awarded to the CLG, to whom the reimbursement will be made. Matching funds can come from the CLG as city funds, in-kind match, or costs borne by the attendee. Any CLG under a cooperative agreement with the State Historic Preservation Office is eligible to submit an application for a scholarship. **Scholarship recipients must attend the conference on both Thursday and Friday.**

Source of Funding and Availability

The MNSHPO administers the U.S. Department of the Interior's Historic Preservation Fund (HPF) Program in cooperation with the National Park Service. Under this program the Department of the

Interior specifies that at least ten (10) percent of Minnesota's annual HPC Program award be designated as pass-through funding to CLGs each year. Scholarships are available on a 70:30 matching ratio.

Scholarships will cover:

- Registration (including opening reception and tours)
- Lodging

The match requirement is 70:30, 70 percent federal and 30 percent local match. No cash is required for the 30 percent match. Travel time and time attending the conference may be used as match.

CLGs may apply for a scholarship immediately by filling out the attached application and budget sheet and emailing it to Michael Koop: michael.koop@state.mn.us.

As of July 2024, the following Minnesota communities have been certified and are eligible to apply for funds:

Afton	Edina	Lake City	Pipestone
Albert Lea	Elk River	Lanesboro	Red Wing
Belview	Excelsior	Litchfield	Saint Cloud
Carver	Faribault	Little Falls	Saint Paul
Center City	Farmington	Mankato	Saint Peter
Chaska	Fergus Falls	Maplewood	Stillwater
Chatfield	Florence Twp.	Minneapolis	Taylors Falls
Cottage Grove	Gaylord	New Ulm	Wabasha
Dassel	Hastings	Newport	Waseca
Duluth	Henderson	Northfield	Winona
Eden Prairie	Kenyon	Otsego	

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally assisted Programs on the basis of race, color, national origin, age, or disability. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127.