Maryland Historical Trust
Historic Preservation Capital Grant Program
General Overview Webinar

Welcome!

While you wait, please visit the program website to access today's slides, grant guidelines and other application materials:

https://mht.maryland.gov/Pages/funding/grants-capital-resources.aspx

- Information provided in today's webinar can also be viewed on a previously recorded webinar that can be found on MHT's YouTube Channel:

MHT Webinar Playlist

-Feel free to use the chat feature to ask questions (Q&A at end of presentation)

-Please mute yourself and turn off your screen for internet connection stability

Maryland Historical Trust
Historic Preservation Capital Grant Program

GENERAL OVERVIEW WEBINAR

Maryland
DEPARTMENT OF PLANNING
MARYLAND HISTORICAL TRUST

MARYLAND HISTORICAL TRUST

Program Webpage

https://mht.maryland.gov/Pages/funding/grants-capital.aspx

Historic Preservation Capital Grant Program

The Historic Preservation Capital Grant Program promotes the acquisition, restoration, and rehabilitation of historic properties in Maryland. Eligible properties are limited to those which are listed in or determined eligible for the National Register of Historic Places, either individually or as a contributing structure within a district. As of 2026, the program receives an annual appropriation of $1,000,000 for grants per year. Applications for the Historic Preservation Capital Grant Program are typically available in February and due in mid-March, with decisions made by July every year.

Eligible Applicants

The Historic Preservation Capital Grant Program provides grants of up to $100,000 to nonprofits, local governments, businesses, and individuals for eligible projects. All applicants except for nonprofit organizations are required to provide a dollar-for-dollar match.

State and federal government entities are eligible to apply as nonprofits; however, projects involving state and federally owned properties cannot comply with the requirement to convey a preservation easement to MHT and therefore are not expected to rank highly enough for funding.

Eligible Projects

Sotterley Plantation gatehouse project. Photo provided by Nancy Easterling.

Quick Links

Guidelines and Resources
2024 Awardees
Current Funding Opportunities
Grant Application Quick Start Guide

FY26 Grant Round Opens February 2nd, 2026!

The FY26 Historic Preservation Capital Grant Program round opens on **February 2nd, 2026**. Applications are due by **March 16th, 2026**. The grant program guidelines, application materials, application link, and additional information and announcements can be found by selecting the "Guidelines and Resources" link under "Quick Links."

Register Now for Historic Preservation Capital Grant Program Webinar & In-Person Workshop Events

The Historic Preservation Capital Grant Program webinars and workshops will help applicants understand eligibility requirements for organizations, properties, and projects; documentation required for the application; selection criteria; easement requirements; and more.

While it is recommended that participants attend a General Overview Webinar or an in-person workshop before joining the Application

Application Materials:

https://mht.maryland.gov/Pages/funding/grants-capital-resources.aspx

Agenda

Introduction

Eligibility + Competitiveness

Getting Started

Project Scope + Budget Requirements

Grant Administration

Selection Process and Criteria

Program Basics

- **Fund capital (construction-related) projects for historic properties**

- **New for FY 26! $1,000,000 available**

- **Maximum grant amount = $100,000**

- **Suggested minimum grant amount = $10,000**

Howard County Courthouse, Howard County

Application Timeline

Online application opens
Monday, February 2, 2026

You must submit your <u>online</u> application by
11:59 pm on
Monday, March 16, 2026

Eligibility

Eligible Applicants

Eligible Properties

Eligible Activities

Eligible Applicants

- Non-profit organizations
- Local governments
- Business Entities
- Private Individuals
- State and Federal agencies

No restrictions on past applicants and past or current awardees reapplying every year

Eligible Applicants

Non-Profit Organizations & Businesses

- **Must be registered and in good standing with SDAT**
  https://egov.maryland.gov/BusinessExpress/EntitySearch

Eligible Applicants

Non-Profit Organizations

* **Submit your non-profit designation letter from the IRS**

* **Umbrella letters (most common for religious and fraternal organizations)**

Eligible Applicants

State & Federal Government Agencies

- Apply as a non-profit

- DNR Project Information Form

Eligible Applicants

Businesses & Private Individuals

- Selection criteria usually favor non-profits and local governments

Eligible Properties

*Eligible or listed in the
National Register of Historic Places*

Photo: Jim Lockhard Photography

Aberdeen B&O Train Station, Harford County

Eligible Properties

MHT's Medusa Cultural Resource Information System

https://mht.maryland.gov/Pages/research/medusa.aspx

Eligible Properties

Eligible Properties

Iron Hill Cut Jasper Quarry Archaeological Preserve, Cecil County

Thomas Point Shoal Lighthouse, Anne Arundel County

USCGC Taney, Baltimore City

Union Mills Homestead, Shriver Grist Mill Flume, Carroll County

Property Owner Consent is REQUIRED!

Your application will be rejected unless:

- You submit a letter of property owner consent – even if the owner and the applicant are the same.

- Use the template on the program webpage:

https://mht.maryland.gov/Pages/funding/grants-capital-resources.aspx

- MHT can confirm the property owner – you can check SDAT's property database online:

https://sdat.dat.maryland.gov/RealProperty/Pages/default.aspx

Eligible Activities

- Acquisition
- Restoration/Rehabilitation
- Pre-development (non-profit and local government applicants only)

Eligible Activities

Acquisition

The acquisition of the property should directly contribute to its preservation.

Iron Hill Cut Jasper Quarry Archaeological Preserve, Cecil County

Eligible Activities

Restoration / Rehabilitation

Construction work should emphasize protection of the property and/or repair of important original/historic features and materials

Clifton Mansion, Baltimore City + Hammond-Harwood House, Anne Arundel County

Eligible Activities

Evergreen House Museum, Allegany County

Hays House, Harford County

Pre-development

- <u>Local govts. and nonprofits only</u>

- Assessments and work recommendations necessary for a construction project

- Plans and specifications

- Archaeological investigations necessary for construction

- Architectural, design, and engineering services

- *Not feasibility studies or master plans*
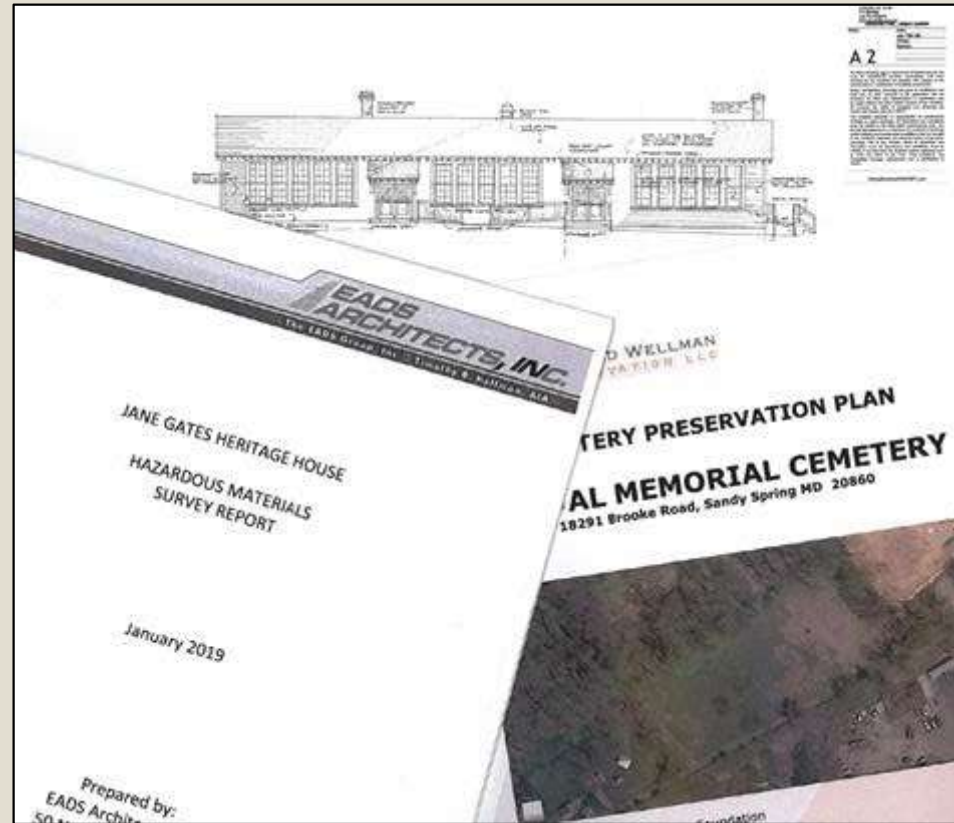
Eligible Projects

- Must involve <u>capital</u> expenditures.

- Improvements should last at least 15 years

- Projects must start after the grant is awarded.

- Projects must meet the Secretary of the Interior's *Standards*: https://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm

What are the
Secretary of the Interior's *Standards?*

Sandy Spring Odd Fellows Lodge, Montgomery County

Your project must protect historic features.

Religious Properties

- Buildings used for religious purposes can receive funds for **exterior or structural work**

- Spaces that are not used for religious purposes may also be eligible for grant funds on interior work

- Work on objects with religious imagery is not eligible

First and Franklin Church, Baltimore City

Cemeteries

- **Eligibility:** Cemeteries must demonstrate exceptional significance to be eligible for the National Register

- **Cemetery Project Examples:**
  - Repair and resetting of grave markers
  - Identification of unmarked burials (ground penetrating radar)
  - Cemetery conservation plan
  - Repair of historic paths, walls, fences

Westminster Cemetery, Baltimore City

What costs are ineligible?

Examples:

- Legal fees
- Insurance
- Staff salaries
- Maintenance
- Temporary exhibits
- Landscaping
- Work that is not bid per MHT requirements

(See Exhibit 3 in Grant Guidelines for a list of eligible and ineligible costs)

Competitiveness

All applications meet the basic eligibility requirements of the program, but what sets your application apart from all the others?

Most heavily weighted sections: Public Benefit, Significance, Project Description (level of preservation and urgency)

How to Get Started

Where to begin?

- **Check with MHT staff to confirm project and property eligibility**
- **Identify application items that may take a while…**
  - Letter of property owner consent
  - Letters of Support
  - Budget, collecting estimates
- **Create a schedule for yourself**
- **Check on local & state regulations**

Develop Your Project

- **Types of Projects:**
  - Acquisition?
  - Predevelopment?
  - Restoration/Rehabilitation?

- **Project Timeline** - Should the project be broken into phases?

- **Project Urgency:** What is the most urgent work that needs to be done?

- **Level of Preservation:** Follows the *Standards* and protects historic features?

Construction Project Description

- What construction work do you plan to complete?

- Is the work eligible? Meets the *Standards*?

- Discrete phase of work; final phase?

- Be clear about what work the grant will pay for.

- Can reviewers understand the work based on your description?

- Should match your budget line items

Project Schedule

- Ready to begin after the grant is awarded?

- What are the phases of your project?

- What deadlines do you need to meet?

- Have you included time for design, permits, conveying an easement, and hiring a contractor?

- Can you finish within the 2-year grant period?

Photos!

Photos help reviewers understand your property and proposed project.

Jane Gates Heritage House, Allegany County

Significance

- Provide a compelling and complete picture about the significance of the property.

- Reviewers may not be familiar with your site or project, paint a picture.

- What history can you provide that is not in the MIHP or National Register Nomination form?

- Community significance and meeting the occupant organization mission through stewardship of the site

Tudor Hall, St. Mary's County

Public Benefit and Impact

- How does (or will) your site contribute to increase public awareness and understanding of Maryland's history?

- What is the interpretation focus of your site? *Emphasis on underrepresented communities.*

- Property use and accessibility by the public and individuals with disabilities.

- Benefit of project or property to the local community?

Schifferstadt Architectural Museum, Frederick County

Application Budget

Sample Project Description and Scope of Work

Construction Project Description	Grant Project Scope of Work
The fellowship hall rehabilitation project began with a roof repair last year. The next phase of work will continue the exterior rehabilitation of the hall. The brick foundation piers will be repointed with appropriate mortar. The historic wood window frames and sashes will be repaired. The gutters and downspouts will be replaced, and the entry ramp will be upgraded to be ADA-compliant. The final phase will include interior work on the floors and bathrooms. <mark>The requested grant funding would address the foundation, windows, drainage, accessibility improvements, and additional architectural drawings.</mark>	- architectural drawings for phase two - repoint foundation piers using historically appropriate mortar and masonry - repair historic wooden windows in-kind - replace gutters and downspouts - bring entrance ramp into ADA compliance

Your budget should correspond to these items!

How do I develop my budget?

- Have you gotten an estimate from an architect or contractor?

- What other project funds and resources are available besides MHT funding?

- Can your organization manage the project? Do you need to hire a project manager or architect?

Match Requirements

- All applicants EXCEPT non-profit organizations must provide 1:1 match

- Match can be cash and/or in-kind, but must relate directly to the grant project

- State funds cannot be used as match

Filling in the Budget Spreadsheet

enter the name of your project here
Historic Preservation Capital Grant Application Budget

Item #	Work Item (Description)	Capital Grant Funds Requested	Applicant Proposed Cash and In-Kind Match	Other Project Funds (State and non-State funds)	Total Project Funds
1					$0.00
2					$0.00
3					$0.00
4					$0.00
5					$0.00
6					$0.00
7					$0.00
8					$0.00
9					$0.00
10					$0.00
11					$0.00
12					$0.00
13					$0.00
14					$0.00
15					$0.00
16					$0.00
17					$0.00
18					$0.00
19					$0.00
20					$0.00
	TOTALS	$0.00	$0.00	$0.00	$0.00

Please upload the budget spreadsheet as an <u>Excel</u> file

Grant Administration

Grant Administration Schedule

- February 2, 2026: Application goes live
- March 16, 2026: Application deadline, 11:59 pm (online)

The following dates are approximate:

- June 2026: Grant awards announced

- August 2026: Grant Agreements completed

- June 2028: Project completed

The initial paperwork takes time! After grants are awarded, it may take several months or longer to finalize the required legal documents, such as conveying an easement, and begin construction.

Easements

Easton Railroad Station, Talbot County

Program *requires* conveyance of an easement.

What is an Easement?

- A preservation easement is a legal contract between MHT and the property owner.

- The easement is recorded in the local land records. Term limited.

- The easement usually protects buildings, structures, and associated archaeological resources on the property.

- Requires MHT approval of work on your property before it begins.

Easement – What Are the Owner's Responsibilities?

- The owner must notify MHT of any proposed changes to the property, within the easement boundary, for approval before work is undertaken.

- The owner must maintain the property in good condition.

- Insurance may be required – not covered by grant

Easements Cont.

- **<u>The owner must indicate willingness to convey an easement!!!!!</u>**

- The easement must be conveyed *before work begins or grant funds are disbursed.*

<u>**Legal documents related to drafting the easement are NOT eligible for grant funding or as match.**</u>

What else should I know if I get a grant?

- ALL work must be approved by MHT BEFORE construction starts

- **<u>Grant funds can only pay for contractors hired through a procurement process approved by MHT</u>**
  - NO sole-sourcing

- MHT can only pay the grantee, who will be responsible for paying contractors

Selection Process & Criteria

Grant Selection Process

After you submit your application…

1. MHT staff will confirm eligibility
2. Grant committee will rank applications
3. MHT Board of Trustees submits award recommendations to the Secretary of the Maryland Department of Planning
4. The Secretary makes final award approval
5. Award notifications are sent! (anticipated in June 2026)

Grant Selection Criteria*

- **Significance**
  - Historical and Community Significance

- **Project Description**
  - Level of Preservation
  - Urgency
  - Scope
  - Budget
  - Financial Capability
  - Schedule

- **Project Management**
  - Administrative Capability
  - Professional Capability

- **Public Benefit, Impact, & Local Commitment**
  - Public Benefit
  - Impact
  - Model
  - Access/ADA Accessibility
  - Education and Interpretation
  - Local Commitment
  - Leverage

- **Additional Criterion:**
  - Geographic Distribution

See the Grant Guidelines for more information on these criteria.

Contact and Program Website

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Historic Preservation Capital Grant Program website:

https://mht.maryland.gov/Pages/funding/grants-capital.aspx