ELIGIBLE PROJECTS
Projects considered for grants must support the DAR mission area of historic preservation, and successful applicants must agree to publicly recognize DAR’s contribution. In order to benefit posterity, secure recognition for DAR and produce lasting value from the grants, please note these important guiding principles:

a. Projects related to all chapters of American history will be considered; however, preference will be given to those projects that relate to the Colonial-through-the-Federal periods.

b. The maximum grant award is $10,000; smaller projects are encouraged. In order to assure ultimate completion of the project, all other funding (beyond that requested via this grant) must be already firmly secured. Projects should be tangible and long-lived, with lasting historic preservation benefit. Therefore, ineligible requests include administrative or operating expenses (e.g. rent, salaries, benefits, utilities, printing); surveys; permits; travel (e.g. mileage, lodging, meals, site rental); food/beverage; vehicles; fundraising; conferences; reenactments, performances; trips, camps, workshops; and political activities.

c. Recipients awarded a DAR Historic Preservation Grant during one administration must wait until the next DAR administration (e.g., July 2022–June 2025) before applying for an additional grant for another project or a different phase of the same project.

d. DAR Chapters and State Societies are eligible to apply for grants associated with properties/sites that are owned or operated by the DAR entity and included in the NSDAR Historic Sites database; no more than 20 percent of grants will be awarded to DAR Chapters or State Societies in a given cycle.

APPLICATION REQUIREMENTS
A grant application must be completed via HP-1011 (DAR Historic Preservation Grant Application), available at www.dar.org/grants. The application may contain no more than 10 single-sided pages, and it must be submitted without binders or special covers. The application includes 20 questions within Parts I-V, plus attachments:

Part I – Single-Page Cover Sheet:
- Organizational description
- Contact information
- Brief project statement and budget summary
- DAR Chapter or State Society sponsor name

Part II – Organization Information
- General and financial information/overview about the organization

Part III – Project Information
- Detailed description of the project, and phases if applicable
- Summary of the project need, urgency and benefit to the community
- Name and title of the project manager; information on consultation of professionals
- Description how DAR will be recognized for participation in the project
Part IV – Budget, In-kind Contributions and Timeline

- Detailed itemizations of the project budget, in-kind contributions and timeline

Part V – Authorized Signature

- Signature of person authorized to submit the application

ATTACHMENTS

A. Sponsorship Letter: A one-page letter of sponsorship signed by the current regent of a DAR Chapter or State Society, citing its name, location and email address/telephone number of the officer. The letter may be brief but must express support for the project; personal endorsements are not accepted. (A grant applicant may contact the national vice chair by email to locate a local DAR Chapter or State Society.) A DAR Chapter or State Society applying for a grant may write its own sponsorship letter.

B. IRS 501(c)(3) Public Charity Letter and EIN: A copy of page one of the applicant’s IRS 501(c)(3) public charity determination letter. If the EIN is not included on the IRS letter, it should be noted in the margin. Verification will be made to ensure the entity is current on its appropriate IRS 990 filing. DAR chapters or state societies appropriately filing their IRS 990/EZ/N returns are covered under DAR’s non-profit umbrella. They need not provide their 501(c)(3) determination letter; their EIN must be provided under Part I – 1 (f). Note than an entity may not apply under the sponsorship name and/or EIN of another non-profit.

C. Resume or summary of experience of Project Manager or person who will oversee the project.

SUBMISSION REQUIREMENTS

- Five stapled sets of the complete application packet (formatted via HP-1011 plus attachments below).
- Attachments:
  - DAR chapter or state society sponsorship letter
  - IRS tax determination letter
  - Project manager’s resume
  - Additional support documentation up to 10 total application pages
- Completed applications must be postmarked on or before December 31, and mailed by USPS or other mail carrier to the DAR Historic Preservation Grants vice chair at her address above. Late applications cannot be accepted.
- Failure to precisely follow these directions and/or the application format outlined in HP-1011 (DAR Historic Preservation Grant Application) will eliminate the application from consideration.

JUDGING AND AWARD OF GRANTS

All grants are judged and awarded competitively without regard to gender, race, color, religion, national origin or disability. Notification of an awarded grant, including a Grant Agreement Form, is emailed by the national vice chair by May 1 following approval by the NSDAR Executive Committee.

DISTRIBUTION OF GRANT FUNDS AND PROGRESS REPORTS

Following DAR’s receipt of the completed Grant Agreement Form and documentation of secured funds, half of the approved grant funds are disbursed to the grantee by July 1. A six-month project status report is required, along with receipts/invoices for work included in the report. The remainder of the funds is distributed after submission of the final report and approval by the national vice chair. (Records substantiating that grant funds received have been used solely for the purposes described in the application must be maintained by the grantee and available for inspection.)

Questions regarding DAR Historic Preservation Grants may be directed to hpgrants@nsdar.org.