

2023 Preserving Black Churches Grant Fund

National Trust for Historic Preservation

Instructions

Please watch the webinar about our application [here](#), and read our guidelines and eligibility before completing the application. If you have any questions while completing your application, contact the Action Fund Grants Office at actionfundgrants@savingplaces.org. You will also have access to National Trust Staff Members who can provide technical assistance with the application.

All character counts do include spaces.

Please answer the following questions about your organization or congregation.

Organization

Applicants may apply for one of five categories: Capital Project, Endowment and Financial Sustainability, Organizational Capacity and Operations, Programming and Interpretation, or Project Planning. Read the full guidelines for the program [here](#).

Grants from Preserving Black Churches will range from \$50,000 to \$200,000.

Applications are due **August 23, 2023 by 11:59 pm** your local time zone. Any applications submitted after that time will not be reviewed.

All character counts do include spaces.

Please add administrator@grantinterface.com, actionfundgrants@savingplaces.org, and blackchurches@savingplaces.org **to your address book to ensure you receive all email messages related to your grant application.**

Please answer the following questions about your organization or congregation.

Main Contact (Who should we contact about your application?)*

Please note that the Main Contact will receive all grant-related notifications.

Character Limit: 250

Main Contact Email*

Character Limit: 254

Senior Clergy (If different from Main Contact)

Character Limit: 250

Applicant's Tax Status*

Is the applicant a nonprofit organization or a public agency?

Choices

A nonprofit organization

A public agency

For nonprofit organizations:

Has the organization been classified as a tax-exempt organization pursuant to Section 501(c)(3) of the Internal Revenue Code?

Choices

Yes

No

Pending

N/A (City, town, government agency)

IRS Letter of Determination

If you are a nonprofit, please upload your IRS letter of determination here.

File Size Limit: 1 MB

If the organization is not a 501(c)(3):

What is the organization's current tax status?

Character Limit: 400

Previous National Trust Engagement

Please summarize any recent engagement your organization has had with the National Trust such as participating in trainings, receiving grant funding (National Fund for Sacred Places, Preservation Fund, African American Cultural Heritage Action Fund) or any close collaborations with National Trust staff or programs.

Character Limit: 500

Church Affiliation*

Please indicate the current or historic religious affiliation of the historic Black church.

Choices

African Methodist Episcopal Church (AME)

African Methodist Episcopal Zion Church (AMEZ)

Baptist Church

Christian Methodist Episcopal Church (CME)

Church of God in Christ (COGIC)

Episcopal Church

Lutheran Church

United Methodist Church

Presbyterian Church

Catholic Church

Non-denominational

Other

Project**Project Name***

Please include a short, descriptive project title. The title should include the name of the historic Black church. (e.g., Roof Repair for XYZ Church, Executive Director for ABC Organization.)

Character Limit: 100

Brief Project Description*

Please provide a brief project description. This is your succinct, persuasive “elevator pitch” and should only be a few sentences. Please do not include church mission/vision statements. The description should focus on the specific project for which you are requesting funding. Here is an example: “Support is requested to repair the siding, roof, and windows at XYZ church damaged by Hurricane Ida in 2020.”

Character Limit: 250

Amount Requested*

Total amount requested. The amount requested varies based on the project type and organization that is applying. You can read about this in the guidelines here.

Character Limit: 20

Estimated Project Costs*

What is the estimated project costs? Please only include total costs for the project you are seeking funding.

Character Limit: 20

Grant funds cannot be used on work that has already occurred; therefore, any grant funded portion of the project should not begin before notification of the award, which is expected in late January 2024. Grant projects should be completed within a set amount of time after the initial grant disbursement, based on the category type:

Capital: 18 months

Project Planning: 12 months

Programming & Interpretation: 12 months

Organizational Capacity: 24 months

Endowment: 24 months

Project Start Date*

Character Limit: 10

Project End Date*

Character Limit: 10

Project Partnerships*

Please provide information on any partnerships you have developed related to this specific project. Include details on who the partners are and their role and support of the project. Partnerships could include consultants, vendors/contractors supporting the project, local preservation organizations, historical societies, funders, municipal governments, etc.

Character Limit: 1000

Overall Partnerships*

What partners or organizations do you regularly collaborate with to serve your community or provide mission related programming? Please list any community partnerships you have or any further afield.

Character Limit: 500

Case for Support*

In the spaces provided below, please describe how your project aligns with the goals of Preserving Black Churches and why your project is a strong fit for this program.

Why is the right time for your congregation/organization to be supported by Preserving Black Churches?

Character Limit: 600

Case for Support (Cont.)*

What impact will the project make on the preservation of the historic church building (specifically describe how the proposed project will lead to physically preserving your building) and/or impact of the congregation in the community (specifically describe how this project will impact the role of the congregation in the community)?

Character Limit: 600

Project Type*

Please select your project type from the list below. Note that an organization can submit multiple requests,

but you must submit separate application forms for each project. Only one project will be funded per round per organization. For details on each project type, visit our guidelines.

Choices

Capital Project

Endowment and Financial Sustainability

Organizational Capacity Building

Programming and Interpretation

Project Planning

Building Information

Building Date*

In what year was your building constructed? This should be the date for the building that is the focus of this grant application. If this is unknown, or only an estimate, please note this.

Character Limit: 100

Current occupancy*

Does the congregation currently occupy the the building that is the focus of this grant application?

Choices

Yes

No

If your answer is no to the previous question, how is the building being used?

Character Limit: 250

Building Architect/Builder*

What is the name of the architect or builder who constructed your building? If this is unknown, please note that. If the building has been altered, please list subsequent builders and/or architects and corresponding date.

Character Limit: 500

Current Structures*

What additions have been made to your current building and when were they made? Were there any subsequent significant rehabilitations, additions, or alterations? Please include corresponding dates.

Character Limit: 500

Move-in Date

If the building is currently used by an active congregation, when did your congregation move into your current building?

Character Limit: 50

Architectural Significance

Please answer the following questions regarding the architectural significance of your building and describe any features of particular significance.

What style is the building?*

Character Limit: 250

Who physically built the facility? What was the role of members and local craftspeople?

Character Limit: 250

What was the source of the building materials?*

Character Limit: 250

Did the selection of building style have theological/religious significance? (Gothic Revival and the Oxford movement, the Social Gospel Movement, etc.)*

Character Limit: 250

How does the building uniquely contribute to the rich legacy of religious architecture nationally?*

Character Limit: 250

Community/Congregation View of the Building*

Does the congregation/community consider the building an important part of its history and purpose? Why or why not? How is the appreciation or view of the building evidenced (such as a designated property committee, master plan, etc.)

Character Limit: 500

Does the community consider the building an important part of its history and purpose? Why or why not? How do they express this opinion?

Character Limit: 500

Building Use*

In a typical week, who uses your building and how? Is it open for community use, or just the congregation? Please give examples and estimate the number of people who use your building.

Character Limit: 1000

Community Engagement*

How does your church/organization interact with your local community? For example, do you share space in your church with other local groups? Are programs and events in your church open to the community? Do you have any long-standing relationships with other organizations in your community?

Character Limit: 1000

Building Owner*

Who is the building owner as recorded on the deed? If the owner is not the congregation/organization applying for this grant, please upload a letter from the property owner that says the property owner will allow the work outlined in this application to occur.

Character Limit: 500 | File Size Limit: 1 MB

Congregation Information

Historic and Cultural Significance*

Please answer the following questions regarding the historic and cultural significance of your congregation. If you are applying on behalf of a church building without an active congregation, please answer for the historic congregation(s) that resided in the church building:

- How does your congregation's history relate to themes in African American history and American religious history?
- Who founded the congregation? How did they relate to the community?
- How did the congregation respond to key events in local or national history?
- How has your building or complex of buildings served as a symbol of your community's heritage?

Character Limit: 2000

Decision Making*

What is the process in your congregation or organization for a project like the one you're applying for to be approved? Who needs to review projects like this and how long does it take (this could be a board of directors, CEO, church council, a bishop, or a full congregational vote)? Have these approvals already been secured for this project?

Character Limit: 750

Community Demographics*

Briefly describe the socioeconomic and ethnic makeup of the communities you serve.

Character Limit: 1000

Congregation Size*

Choices

Small (less than 100)

Medium (101-500)

Large (501+)

Average Weekly Attendance*

On average, how many individuals attended worship services on your primary day of worship during the last year and/or received services from programming and outreach? If you have more than one service, use the sum of all services (answer must be numeric).

Character Limit: 250

Annual Church Income*

Character Limit: 20

Annual Church Expenses*

Character Limit: 20

Capital Project Request

Capital Project Description*

Please describe the project you are seeking funding for. This section must include the proposed, detailed, scope of work and the desired outcomes. For more information on what is and is not eligible for Capital funding please visit our guidelines.

Character Limit: 1500

Building Details*

Please select the statement that applies:

Choices

The building that is the focus of this grant application is the original building.

The building that is the focus of this grant application is an auxiliary structure.

Please provide a detailed scope of the proposed work.

*

Character Limit: 1000

What are the desired outcomes of your project?

*

Character Limit: 1000

Capital Planning Work

What planning work has been completed for the project/site? Examples of planning work include building/site studies, evaluations, and/or assessments such as a historic structures report, a preservation plan, engineering study, architectural drawings, conditions assessments, engineering studies and assessments, cost estimate.

Please describe details on any planning work that has been completed or is underway, including the completion date and who completed the work. If no planning work has taken place to date, please include that information in this section.

Character Limit: 1000

Preservation Issue*

What is the preservation issue that you need to address with this grant funding? How will this proposed work help solve that issue?

Character Limit: 1000

How will this proposed work help solve that issue?

*

Character Limit: 1000

Preservation Challenges*

Briefly describe the greatest challenge(s) in preserving your building.

Character Limit: 500

Future Plans*

Is this project a part of a larger rehabilitation or capital project. If so, please describe the next immediate phases, objectives, estimated costs, funders, and timeline.

Character Limit: 1000

Project Planning Process*

How did you determine that this project was the one that is most needed? Are you working from planning documents, is it an emergency issue, etc. Did you consult preservation experts?

Character Limit: 1000

Project Urgency*

Why is this project needed now? How will it help preserve your building in the future?

Character Limit: 500

Preservation Capacity*

Please describe any preservation work, both planning and capital, that has been done on the site in the last 10 years.

- For planning work please list the type of work that was done and the year (e.g., master plan 2016, engineering plan 2019, historic building assessment 2021, etc.).
- For capital please briefly list the type of work and the year (e.g., window repair 2020, brick re-pointing on south façade 2019)

Character Limit: 700

Endowment and Financial Sustainability Request**Grantee***

The applicant is a historic Black church OR a non-profit organization established by, or affiliated with, an active congregation. The nonprofit must have an organizational mission and leadership role in stewarding a historic Black church.

Does your church/organization meet this criteria?

Choices

Yes

No

Endowment Use*

This endowment will support activities such as cyclical maintenance of the building and grounds, insurance services, and other activities related to the perpetual stewardship of the church structure.

Choices

Yes

No

Annual Maintenance Costs*

What are the annual maintenance costs of your church building? How are these costs currently covered?

Character Limit: 1000

Endowment type*

Please choose the correct category for your church:

Choices

Has existing endowment

Proposing new endowment

Existing Endowment*

If you have an existing endowment, what is the annual percentage draw and how is it allocated toward maintenance costs? If you do not have an existing endowment, please enter "new endowment."

Character Limit: 1000

Endowment Established

When was the fund established?

Character Limit: 250

Endowment Value

What is the current value of the endowment principle?

Character Limit: 250

Major Capital Work Complete*

Has your church completed a comprehensive restoration or rehabilitation of a historic church building within the last 10 years or are it advancing an active restoration or rehabilitation project to be completed within the next two years?

Choices

Yes, completed project

Yes, currently in project

No

Capital Work Description*

Please briefly describe the capital project, including when it was completed. How was the work funded? What preservation issues did it resolve? If the work is not yet complete, please provide a timeline for completion (The rehabilitation project must be scheduled for completion within the next two years).

Character Limit: 750

Endowment Match Proof*

Awarded grant funds will not be provided until proof of 1:1 cash match is secured. For example, a \$200,000 grant must be matched with at least \$200,000 of new investment to establish an endowment or to increase an existing endowment.

Please upload the applicable documents:

- If your church has an existing endowment, please upload proof of existing principal endowment funds equal to or greater than grant request (i.e bank and or investment statements).
- For proposed new endowments, please upload either a recently developed fundraising/capital campaign plan or a list of pledged gifts. Grant funds awarded can be used to leverage additional fundraising dollars.

Character Limit: 500 | File Size Limit: 1 MB

Endowment Management*

The Awarded funds must be invested into a preservation endowment managed by a reputable financial institution and proof of endowment management is required. Endowment grants must be invested by the financial management firm for a period of three years before an annual draw is taken. Annual draws should not be greater than 5% of the principal endowment. Proof of this will be required before payment is made.

Do you agree to abide by these requirements?

Choices

Yes

No

Planned Management Plans

For proposed endowments, have you consulted or identified a financial management firm to invest awarded funds? Please describe when and how this process will be completed. If you have an existing endowment, please skip this question and answer the next one.

Character Limit: 1000

Current Fund History

For existing endowments, when was the endowment established, by who and for what purpose? Where is the endowment currently investment and how is it managed? Please upload any documents related to the creation of the endowment, purpose and management of the endowment. If you are applying for a new endowment, please skip this question and answer the previous one.

Character Limit: 2000 | File Size Limit: 2 MB

Funds Use*

Any awarded grant funds cannot be used for active capital projects, planning, programming, indirect support, or operational needs.

Will any of your awarded grant funds be used for these purposes?

Choices

Yes

No

Existing National Trust Funding*

Existing funding received from the National Grant Program cannot be used as match for the Preserving Black Churches Endowment & Financial Sustainability grants.

Does any of the funding in your required match come from the National Trust for Historic Preservation, including National Trust Preservation Fund, African American Cultural Heritage Action Fund, or National Fund for Sacred Places?

Choices

Yes

No

Timing*

Awarded grant funds will not be provided until proof of 1:1 match is secured. For example, a \$200,000 grant must be matched with at least \$200,000 of new investment to establish an endowment or to increase an existing endowment. Grants must be complete within 2 years of grant notification.

Will you raise or prove your required match within two years of the grant notification date in late January, 2024?

Choices

Yes

No

Fundraising*

This funding category requires a 1:1 match. Please describe the current or potential sources for your match, including amounts and sources, and whether they are in-hand, pledged, or anticipated.

Character Limit: 1000

Please describe your current fund-raising strategy to meet the grant award timeline. Are you currently in the middle of a capital campaign, working with any fund-raising consultants, prospective donors, etc.?

*

Character Limit: 1000

Organizational Capacity Building Request

Organizational Capacity Project Description*

Please describe the project you are seeking funding for, including your existing operational needs and preservation priorities.

- Is this a new position, or has it existed before?
- How will this position support the preservation and stewardship of your church?
- What will be the qualifications, role, and duties of the position?
- What are the expected outcomes and deliverables from the position?
- For more information on eligible expenses for Organizational Capacity funding please visit our guidelines.

Please note positions related to the religious and spiritual mission of the church are not eligible for funding.

Character Limit: 2000

Applicant's Current Preservation Work*

Please provide details on how the proposed use of grant funds will advance your organization's mission and ability to manage preservation priorities.

Character Limit: 500

Position*

Will this position be full time or part time?

Choices

Full-time

Part-time

Compensation*

What is the proposed salary and compensation for the position?

Character Limit: 250

Preservation Challenges*

What is the main preservation challenge(s) at your church/organization? How will this position address those challenges?

Character Limit: 500

Position Future*

Is this position intended to last beyond the grant period? If so, please describe any potential strategy and funding sources for maintaining the position after the grant period.

Character Limit: 500

Programming and Interpretation Request

Programming Project Description*

Please describe the project you are seeking funding for. This section must include the proposed scope of work and the desired outcomes and deliverables. For more information on eligible expenses for Programming and Interpretation projects please read our guidelines.

Character Limit: 2000

Audience*

Who will benefit from the grant-funded project?

Character Limit: 300

How many people will the project serve? *

Character Limit: 100

What is the target audience? *

Character Limit: 300

How will the project reach or expand your current audience(s)? *

Character Limit: 300

How will the project increase the public's understanding of the church and its cultural heritage?*

Character Limit: 300

Past Programming Work*

Please describe any programming or interpretation work (e.g. tours, exhibits) that has previously occurred at your site. When did it occur? Approximately how many people participated in this work? Was it considered successful?

Character Limit: 1000

Project Planning Request

Planning Project Description*

Please describe the project you are seeking funding for. This section must include the proposed scope of work and the desired outcomes.

For more information on eligible expenses for Planning funds, please read our guidelines.

Character Limit: 1500

Building Details*

Please select the statement that applies:

Choices

The building that is the focus of this grant application is the original building.

The building that is the focus of this grant application is an auxiliary structure.

Please briefly outline the proposed scope of work.

*

Character Limit: 500

Please describe the desired outcomes.

*

Character Limit: 500

Preservation Issue*

What is the preservation issue that you need to address with this grant funding? How will this proposed work help solve that issue?

Character Limit: 1000

How will this proposed work help solve that issue?*

Character Limit: 1000

Project Urgency*

Why is this project needed now? How will it help preserve your building?

Character Limit: 500

Implementation*

Once this project is completed, please describe the next steps. How will the work be funded, managed or supported?

Character Limit: 1000

Preservation Capacity*

Please describe any preservation work, both planning and capital, that has been done on the site in the last 10 years.

- For planning work please list the type of work that was done and the year (e.g., master plan 2016, engineering plan 2019, historic building assessment 2021).
- For capital please briefly list the type of work and the year (e.g., window repair 2020, brick re-pointing on south façade 2019)

Character Limit: 1000

Preservation Challenges*

Briefly describe the greatest challenge(s) in preserving your building.

Character Limit: 500

Project Budget

Budget*

Please complete and upload the budget document indicating any cash and/or in-kind support for the planning project. You can download a blank budget sheet [here](#). Please be sure to note if sources of income are secured, anticipated, or in-kind in the appropriate column.

In-kind matches are defined as non-cash contributions, such as donated materials or services.

For the endowment category, please include existing or prospective funders on the income side of the budget. If you don't have these funders identified, then just indicate the amount of funding you are requesting.

PLEASE NOTE: You must use the budget template linked to above.

File Size Limit: 1 MB

Budget Narrative*

Explain in a clear and concise manner the costs in each budget category. Note which budget items will be covered by the requested grant and which budget items will be covered by other funds and provide details on the source of additional funds. This description should track with the detail provided in the Project Budget.

Character Limit: 700

Additional Funding Sources*

Briefly describe what kind(s) of resources your church could bring to the project. Will you be able to provide additional resources for the project? This can include cash or in-kind support. Only include funding that is specific to the project.

Character Limit: 500

Attachments

Letter of Support- Decision Maker*

Please upload a letter of support from the person at your church or organization that needs to approve this type of project stating their support for the grant project. This could be clergy, bishop, council chair, CEO, etc.

File Size Limit: 2 MB

Letter of Endorsement- Partner/Stakeholder

If you have other partners or stakeholders involved in this planning process, you may upload a letter of support here. If you have multiple letters of support, please combine them into one file and upload them here.

Letters can be addressed to:
Ms. Alaska McInnis
Director, National Grant Program
African American Cultural Heritage Action Fund
National Trust for Historic Preservation
600 14th Street NW Suite 500
Washington, DC 20005

File Size Limit: 1 MB

Supporting Documents

Please upload any documents showing detailed cost breakdowns, estimates for the scope of work, funding commitments, bids, architectural plans and/or design documents.

File Size Limit: 5 MB

Photos

Please provide at least 4 and up to 6 high quality (300 dpi) digital images that include current views of your church. **Please include at least one exterior image of the front façade of building/ front of the site. If your project falls under Organizational Capacity Building, please upload photos representing your organization's work.** JPEG format is preferable. Both historic and high-

quality contemporary images will be accepted. **Please do not submit HEIC files, as they cannot be viewed on a Windows computer.**

PLEASE NOTE: WE RECOMMEND THAT YOU SAVE A DRAFT OF YOUR APPLICATION BEFORE UPLOADING PHOTOS. Click the "save as draft" button at the bottom of this page to save.

Photo 1: Exterior*

Please upload at least one full exterior image of the church building. The image should show the complete front façade of the building.

Please provide a caption for this photo, including what it shows, the photographer, and the date it was taken.

Character Limit: 300 | File Size Limit: 3 MB

Photo 2*

Please provide a caption for this photo, including what it shows, the photographer, and the date it was taken.

Character Limit: 300 | File Size Limit: 3 MB

Photo 3*

Please provide a caption for this photo, including what it shows, the photographer, and the date it was taken.

Character Limit: 300 | File Size Limit: 3 MB

Photo 4*

Please provide a caption for this photo, including what it shows, the photographer, and the date it was taken.

Character Limit: 300 | File Size Limit: 3 MB

Photo 5

Please provide a caption for this photo, including what it shows, the photographer, and the date it was taken.

Character Limit: 300 | File Size Limit: 2 MB

Photo 6

Please provide a caption for this photo, including what it shows, the photographer, and the date it was taken.

Character Limit: 300 | File Size Limit: 2 MB

Certification

Provide the name and title of the authorized official submitting this application for a Preserving Black Churches grant. The authorized official must be a representative of the applicant organization who has the authority to sign legally binding documents on behalf of the organization e.g., an executive board officer (i.e. Board Chair) or an executive staff member with signatory authority (i.e. President, CFO).

By entering in their name below, the authorized official gives the National Trust for Historic Preservation the absolute and unqualified right to use in whole or in part, in whatever manner the National Trust may desire, including (but not limited to) use for publicity, audio-visual presentation, and/or promotion, all

photographs, video, and other materials submitted as part of this grant application, and certifies that the information contained in this application is true and correct to the best of their knowledge.

By submitting photographs, films, or recordings (works) to the Funder you agree to the following terms and conditions:

1. You retain the copyright to all work(s) submitted to the Funder.
2. You grant to the Funder a perpetual, irrevocable, royalty-free, fully transferable, unconditional, non-exclusive, worldwide right to reproduce all or a portion of the work(s) an unlimited number of times in any and all media for any editorial, commercial, promotional, trade, or other corporate purposes.
3. You hereby waive your right to inspect or approved any copy that is used in connection with the work(s) in any existing or subsequently developed medium, and you agree to release and discharge the Funder, including their affiliates and licensees, from any and all claims arising out of such use for the purposes described above, including any claims for libel and invasion of privacy.
4. You represent and warrant that: a. you are the sole owner of, or otherwise have the authority to grant, all rights herein granted to the Funder and b. the work(s) submitted does not infringe upon any copyright, trademark, or other proprietary right, violate any right of privacy, or contain libelous, scandalous, or unlawful material.

Applicant Certification*

Are you a duly authorized representative of the applicant?

Character Limit: 300

Choices

Yes

No

Name*

Character Limit: 100

Title*

Character Limit: 100