



JIM GIBBONS
Governor

MICHAEL E. FISCHER
Department Director

STATE OF NEVADA
DEPARTMENT OF CULTURAL AFFAIRS
State Historic Preservation Office
100 N. Stewart Street
Carson City, Nevada 89701
(775) 684-3448 • Fax (775) 684-3442
www.nvshpo.org

RONALD M. JAMES
State Historic Preservation Officer

December 23, 2009

Courtney Mooney
Historic Preservation Officer
City of Las Vegas-Planning and Development
731 S. Fourth St.
Las Vegas, NV 89101

Re: 2009 Historic Preservation Fund (HPF) Funding Agreement - Grant #32-09-21834(04)

Dear Ms. Mooney,

Enclosed is the funding agreement between the State Historic Preservation Office (SHPO) and your organization for the above grant. Following is a breakdown of each document.

- **Funding Agreement (FA)**
This is a legally binding document that outlines your organization's legal obligations regarding the grant. Among the items included are the grant amount, grant termination date, quarterly reporting dates, financial and reimbursement procedures and media responsibilities.
- **HPF FA-Attachment A-1 (Scope of Work)**
This describes your organization's project and is broken into three parts. Part 1 is a single sentence project description. Part 2 lists the proposed work in an outline format. Part 3 lists SHPO project stipulations. Among them is The Secretary of the Interior's Standards for Archeology and Historic Preservation.
- **HPF FA-Attachment A-2 (Budget)**
This page contains your organization's itemized budget in a spreadsheet format.
- **HPF FA-Attachment B (Covenants) (Applicable to construction projects only)**
This describes the Applicants responsibilities toward the continued maintenance and repair of the property for a length of time equivalent to the amount of funding that has been awarded and accepted.
- **HPF FA-Attachment C (Civil Rights)**
This page asks your organization to certify that "as a condition to receiving any Federal financial assistance from the Department of the Interior, it will comply with all Federal laws relating to nondiscrimination."

- **HPF FA-Attachment D (Procurement)**
This page asks your organization to certify that it is aware of federal policies regarding procurement procedures and contracting with small and minority firms, women's business enterprise, and labor surplus area items.
- **HPF FA-Attachment E (Anti-Kickback) (Applicable to construction projects only)**
This page asks your organization to conform with provisions of the Copeland Anti-Kickback Act (18 U.S.C. 874). The act provides that each contractor or sub-grantee shall be prohibited from inducing, by any means, any person employed in any aspect of the project to give up any part of the compensation to which he is otherwise entitled."
- **HPF FA-Attachment F (Lobbying)**
This page asks your organization to conform with provisions of 18 U.S.C. 1913 which states that "No part of the money appropriated...will be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device, intended or designed to influence in any manner a Member of Congress..."
- **HPF FA-Attachment G (Conflict)**
This page asks your organization to agree and to incorporate specific language regarding "Conflict of Interest" in any contracts supported by this grant.

Upon receipt of the above FA packet, please do the following:

- **Read the Funding Agreement, and all Attachments**
Please make sure it accurately reflects your project. If you have any questions, comments, or corrections, contact the SHPO as soon as possible. If your organization agrees with the terms of the funding agreement and attachments, please fill out and have the appropriate authorized entity sign each of the forms in the designated areas.
- **Please retain a copy of the funding agreement and attachments for your organization's records. The cover letter is yours to keep for your project file.**
- **Mail the signed funding agreement and attachments to:**
Rebecca Ossa
HPF Grant Program
State Historic Preservation Office
100 N. Stewart St., 2nd Floor
Carson City, NV 89701

When the required State officials have signed, our office will send you a copy of the completely signed-off funding agreement for your files.

Courtney Mooney
December 23, 2009
Page 3

A copy of the 2009 Project Director and Financial Manager's General Administrative Guidelines will be mailed under separate cover. Please refer to this manual for the duration of your 2009 grant.

As always, our office looks forward to working with you on this project. If you have any questions, please contact me at 775-684-3440 or your project manager at 775-684-3441.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. James', with a stylized, flowing script.

Ronald M. James
State Historic Preservation Officer

Enc.