

2022 Historic Preservation Grant Award Conditions and Acknowledgement Form

To receive Vermont Historic Preservation Grant funds, you must fulfill the following Award Conditions and be offered a formal grant agreement contract from the Vermont Division for Historic Preservation (VDHP). Absolutely NO WORK can be conducted on the Project until you receive a final, fully executed grant agreement contract signed by you and the State.

PLEASE BE ADVISED: THIS ACKNOWLEDGEMENT FORM IS NOT YOUR GRANT AGREEMENT.

AWARD CONDITIONS

Please check each box to indicate that you understand and will comply with the following award conditions.

I will submit a proposed project description, request for proposal, or "Scope of Work," to VDHP. VDHP will review and approve the Scope of Work *before* I solicit Bids. The Scope of Work will define the work to be performed and the methods and materials to be used. It must include, at minimum, the project work proposed in the grant application.

After VDHP has reviewed and approved the proposed "Scope of Work," I will solicit bids from at least three (3) qualified firms/contractors following the "Procurement Process" set forth in the *State Historic Preservation Grants 2022 Grant Administration Manual (Grant Administration Manual)*. Bids must each include, at a minimum, the approved Scope of Work and total project cost. Generally, the lowest qualified bid is accepted. You should not sign a contract with a contractor until VDHP has reviewed and approved the bid as outlined below.

Prior to **May 27, 2022**, I will submit the bid I have selected to VDHP for review and approval. VDHP will review the bid to ensure the work complies with the Secretary of the Interior's *Standards for Rehabilitation*. Once approved VDHP will incorporate the bid and Scope of Work into a formal Grant Agreement.

Prior to being offered a formal Grant Agreement, I will submit a Certificate of Insurance for each contractor working on the project showing the coverage types and amounts set forth in the *Grant Administration Manual*.

Absolutely NO WORK can be conducted on the grant project until I receive a final, fully executed Grant Agreement contract signed by my organization and the State. Beginning work prior to obtaining a final Grant Agreement may result in the forfeiture of these funds.

As a Grantee, I am responsible for obtaining all state and local permits required for this project.

I hereby acknowledge that I have read and understand Appendix III of the *Grant Administration Manual*: Standard State Provisions for Contracts and Grants, have had the opportunity to consult with legal counsel, and hereby state that my organization and I agree to the Standard State Provisions, and I further understand that I have waived any opportunity to negotiate a change to any of the Standard State Provisions.

Please read and sign the Acknowledgement below and return a copy of this Award Conditions & Acknowledgement Form to the Division for Historic Preservation by **February 4, 2022**. Please keep a copy of this form for your records.

ACKNOWLEDGMENT

- *I hereby Acknowledge that I have read and understand the information and requirements set forth in this Award Conditions & Acknowledgement Form.*
 - *I further Acknowledge that this Award Conditions and Acknowledgement Form is NOT my Grant Agreement.*
 - *I Acknowledge that by my acceptance of the Award Conditions set forth above I acknowledge that I understand all the conditions and requirements that I must comply with to receive the above-referenced Historic Preservation Grant Funds.*
 - *I understand that I will have until **December 31, 2023**, to complete my project and that my failure to comply with any of the above-listed conditions and requirements may result in my forfeiture of said grant funds.*
-

Grant #:

Project (Building) Name:

Grantee Name(s)

Grantee Signature