

COUNTY OF BERGEN  
DEPARTMENT OF PARKS  
DIVISION OF CULTURAL AND HISTORIC AFFAIRS



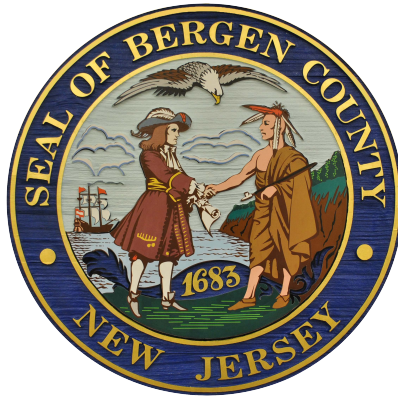
2022  
BERGEN COUNTY  
HISTORY GRANT PROGRAM  
FOR  
GENERAL OPERATING SUPPORT & SPECIAL PROJECTS

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**DECLARATION OF INTENT DEADLINE: NOVEMBER 1, 2021**

**APPLICATION DEADLINE: DECEMBER 1, 2021**

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## COUNTY OF BERGEN

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THIS 2022 BERGEN COUNTY HISTORY GRANT PROGRAM IS FUNDED  
BY AN OPERATING SUPPORT GRANT FROM THE NEW JERSEY  
HISTORICAL COMMISSION, A DIVISION OF THE DEPARTMENT OF STATE.

NEW JERSEY  
*Historical*  
COMMISSION

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**LARGE PRINT:** THIS APPLICATION IS AVAILABLE IN LARGE PRINT. IF YOU  
ARE IN NEED OF ANY SPECIAL ACCOMMODATION TO FILL OUT THIS  
APPLICATION, PLEASE CONTACT ELAINE KIERNAN GOLD, GRANTS  
ADMINISTRATOR AT 201-336-7294.

## 2022 BERGEN COUNTY HISTORY GRANT PROGRAM

### PURPOSE

The Bergen County Division of Cultural and Historic Affairs (DCHA) created this annual history grant program to support and promote Bergen County history programs, projects, and local history-based non-profit organizations. The DCHA established this competitive program, with funds re-granted from the New Jersey Historical Commission, to strengthen local history organizations, to inspire projects that will preserve and contribute to the local historic record and to increase the public's awareness and participation in local history programming.

The Bergen County Division of Cultural & Historic Affairs' Mission is to nurture Arts, History and Historic Preservation throughout Bergen County. The DCHA promotes heritage and cultural tourism for all county assets to enrich quality of life and stimulate the economy, provide educational, marketing, and financial support for the County's many cultural and historic resources, create new opportunities for economic growth and participation through all our citizens' lives, and preserve and interpret nine historic sites entrusted to the DCHA's care.

*The Bergen County History Grant Program* was created by the Division to:

- Support the fiscal stability and growth of Bergen County's history and preservation non-profit organizations, programs and projects.
- Improve the quality and visibility of, access to, and participation in history organizations and activities in Bergen County.
- Directly serve the local community by increasing the Bergen County historical record, and preserving and making it available to a broad audience.
- Develop heritage tourism as an element of a county-wide plan to strengthen Bergen County's cultural identity and economy.
- Engage residents of all ages, diversity, ethnicity, and physical capability in learning opportunities centered on Bergen County's history. Recognizing that persons with disabilities are eager to participate in cultural activities, the DCHA works to accommodate their needs and remove barriers to participation by seeking appropriate and reasonable ways to assure that programs are accessible, as well as those offered by its re-grantee organizations.
- Enhance Bergen County's quality of life and stimulate its economy by encouraging the preservation and high-quality stewardship of Bergen County's historic sites and districts.

### GOALS OF THE PROGRAM:

- **Diversity:** Organizations and projects that describe, explain or increase our knowledge of Bergen County's ethnic or racial diversity and history, and develop new, more diverse audiences.

- **Heritage Tourism:** Organizations and projects that raise awareness of Bergen County history and develop program content and increase visitation to historic museums and sites.
- **History Education Programming:** Organizations and projects that create educational curricula and programs on local history that support the NJ Core Curriculum Content Standards. <http://www.state.nj.us/education/cccs/>
- **Innovation:** Organizations and projects that newly interpret and present local history to the public, non-traditional partnerships that inspire creative approaches to historic interpretation and programming.
- **Institutional Stabilization:** The development of tools that improve institutional stability and services. This includes ADA and board development, long-range, strategic, financial, disaster & emergency preparedness planning.

## FOR ALL APPLICANTS

### DEADLINES

- DECLARATION OF INTENT:**     **November 1, 2021**  
**GRANT APPLICATION:**         **December 1, 2021**

### DECLARATION OF INTENT

All prospective applicants must file a *Declaration of Intent* that conveys basic information on the organization. This initial application will be used to determine general eligibility for the grant program.

### RETURN SIGNED FORM TO

ELAINE KIERNAN GOLD, GRANTS ADMINISTRATOR  
 Division of Cultural & Historic Affairs,  
 One Bergen County Plaza – 4th floor Hackensack, NJ 07601-7076  
[egold@co.bergen.nj.us](mailto:egold@co.bergen.nj.us)

### SELECT THE TYPE OF GRANT

- **GOS: GENERAL OPERATING SUPPORT** funding assists established non-profit historical organizations with their overall operations and management. Applicants are encouraged to match their funding 1:1.
- **SP: Special Project** funding supports Bergen County history projects and programs that are open and accessible to the public. These projects increase access to, knowledge of and contribute to the local historical record, assist and encourage local historic preservation, and support history education and heritage tourism.

### GRANT PERIOD

The grant period is **January 15 - December 31, 2022**. All expenses must be expended or incurred within this time period.

**FOR GOS: GENERAL OPERATING SUPPORT GRANT APPLICANTS**

<b>ELIGIBLE APPLICANTS:</b>	<b>INELIGIBLE APPLICANTS:</b>
Non-profit organizations based in Bergen County whose missions are <i>exclusively</i> dedicated to history	Local, State or Federal Government agencies
Have been in existence for at least two years	Local businesses and individuals
Be ADA compliant or demonstrate planning for such compliance	Libraries
Submit or demonstrate efforts towards developing a long-range plan.	Any organizations currently receiving direct New Jersey Historical Commission GOS Grant funding

**Eligible Expenses, Focus Areas & Projects:**

- Salaries and wages
- Contracted services/outside fees and services
- Printing, publicity, marketing
- Postage and telephone
- Fundraising and development
- Staff training
- Lease expenses
- Mortgage interest
- Equipment purchase, installation, and lease (e.g., computers, office furnishings, files)
- Utilities and HVAC (purchase, installation, and operational costs of heating, ventilation, and air conditioning)
- Maintenance of collections and the interiors of structures (i.e. most routine maintenance)
- Basic grounds maintenance
- Travel and transportation
- Insurance
- Licensing and registration fees (e.g., New Jersey charities registration)
- Planning for compliance with the Americans with Disabilities Act
- Long-term and strategic planning

**Ineligible Expenses:**

- Capital improvements and major landscaping projects
- Exterior maintenance
- Purchase of real estate, motor vehicles, or leasehold improvements
- Acquisitions (including artifacts and collections)
- Hospitality
- Deficits and debt service
- Retroactive funding
- Endowment
- Mortgage or loan principal
- Retroactive expenses

**FOR SP: SPECIAL PROJECT GRANT APPLICANTS**

<b>ELIGIBLE APPLICANTS</b>	<b>ELIGIBLE APPLICANTS (CONT'D)</b>
Non-profit Bergen County organizations that have been in existence for at least two years, including museums and historic societies	Scouts/Youth Organization
Local government agencies	Ethnic Organization
Historic preservation commissions	Civic Organization
Schools	<b>INELIGIBLE APPLICANTS</b>
Religious institutions*	Federal or State Government agencies
Libraries	Local business
Veterans Organizations	Individuals
Fraternal Organization	Organizations currently receiving New Jersey Historical Commission Project Grant funding
Men's/Women's Clubs	

**ELIGIBLE EXPENSES & PROJECTS:**

- Conservation of collections and archives
- Educational initiatives
- Exhibits
- Media projects
- Local oral history projects
- Programs & projects created for special needs audiences
- Publications
- Publication translations
- Research tools
- Finding aids
- Speakers
- Websites
- Archival folders, boxes, and other materials for conservation of historical materials such as manuscripts, books, costumes, and photographs
- Archival or research library user fees
- Equipment purchases with the following restrictions: only institutions and organizations may use grant funds to purchase major items, such as computers or video cameras. All grant recipients, however, may use grant funds to purchase items such as inexpensive recording devices and computer software
- Equipment rental
- Materials for fabricating and installing exhibitions
- Microfilming
- Oral history tape transcription
- Payment of exhibition loan fees and shipping costs
- Photography and photocopying
- Production of promotional or advertising materials
- Travel and maintenance for speakers and honoraria for speakers

- Supplies to be used in the project (such as storage materials, office supplies, display materials, and materials for educational projects)
- Travel and/or maintenance while conducting research
- Publication costs, such as typesetting, printing, copyright permission fees, and binding
- Wages or stipends for project personnel, such as conservators, curators, educational consultants, and researchers

**INELIGIBLE EXPENSES:**

- Projects that do not deal with Bergen County history
- Work that commenced or was completed before the submission of this application
- Supplies that are not directly related to the proposed project
- Any project or part of a project that is already completed
- Capital, restoration, or renovation expenses, i.e. “bricks and mortar” projects
- Deficits or losses from other projects or events
- Research when there is not an evident public benefit
- Scholarships, prizes, or awards
- Purchase of historic artifacts or replicas
- Food, refreshments, or other hospitality costs
- Payment to re-enactors or actors for historical re-enactments or events
- Coloring books, cookbooks, or calendars

\*Religious Institutions: Due to the recent New Jersey State Supreme Court decision in *Freedom from Religion Foundation v. Morris County Board of Chosen Freeholders (A-71-16) (079277)* argued on October 23, 2017, and decided on April 18, 2019, some applications may be reviewed by county counsel or in certain instances, state attorneys, to determine if the use of funds is prohibited by state and/or federal law.