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Department of State / Division of Historical Resources / Grants / Small Matching Grants

Small Matching Grants

About Small Matching Grants

The Department of State, Division of Historical Resources, provides state and federal funds for historic preservation. The purpose of this program is to provide funding, in the form of grants, to assist local, regional and state-wide efforts to preserve significant historic and archaeological resources and to promote knowledge and appreciation of the history of Florida. This program provides historic preservation grants on a competitive basis. The program does not fund operational support for historic preservation organizations. The Legislature determines the amount appropriated annually for the program and funding for all eligible applications is not guaranteed. The Small Matching Guidelines specify program policies and procedures.

The Historic Preservation Grants Program utilizes an online grant system via which prospective applicants submit their applications. Applications from previous solicitation periods are also available upon request (for viewing only).

Applicant Eligibility

Public entities such as counties or municipalities, school districts, state colleges or universities, agencies of state government and non-profit organizations are eligible Applicant Organizations.

Project Types

Types of historic preservation projects that can be funded include:

- **Survey** projects that identify, document, and evaluate historic and archaeological resources in Florida. Historic resource surveys shall be conducted for the purpose of identifying, documenting, and defining historic districts or zones, or for updating previous surveys (awards up to \$50,000);
 - Archaeological survey projects are limited to Phase I surveys designed to locate, identify, and assess the significance of previously unrecorded archaeological sites or to better define the outer boundaries of recorded sites. Archaeological research projects beyond the scope outlined here may be eligible for funding under the Division's Special Category grant program. Ground disturbance of terrestrial archaeological resources is limited to systematic testing strategies to locate and define the boundaries of the site(s). Investigation of underwater archaeological resources is limited to remote sensing

(requiring side scan sonar, sub-bottom profiler and magnetometer) and visual inspection, with no ground disturbance allowed;

- › Terrestrial field methodology shall be limited to remote sensing, and shovel test pit excavation, and projects should be designed to minimize ground disturbance;
- › Underwater field methodology shall be limited to non-invasive techniques; Underwater archaeological surveys shall be conducted in accordance with the "Florida Division of Historical Resources Performance Standards for Submerged Remote Sensing Surveys" (Form HR6E06304-02), incorporated in Rule 1A-46.001, F.A.C. Surveys may be followed by visual site documentation, but ground disturbance of any kind will not be authorized;
- › **Planning** projects necessary to guide the long term preservation of historic resources or a historic district, including preparation of historic structures reports, condition assessments, architectural drawings and construction documents, predictive modeling, preparation of preservation or management plans, the digitization of municipal and county land records (such as deeds and permitting records) and the preparation of design or preservation guidelines. Planning activities on historic Religious Properties shall be limited to building exterior envelope, excluding accessibility upgrades, and structural elements of the building (awards up to \$50,000);
- › **National Register Nomination** projects that prepare a nomination to the National Register of Historic Places for an individual Historic Property or a nomination for a historic or archaeological district or a thematic or multiple resource group nomination (awards up to \$50,000);
- › **Historical Marker** projects to assist eligible applicants with the acquisition of state Historical Markers for which texts (monolingual or bilingual) have been approved by the State Historical Marker Council prior to applying for the grant. The historic marker shall not be purchased until the grant is awarded and the Grant Award Agreement is executed (awards up to \$1,800 for single-sided markers and up to \$2,000 for double sided markers; provided, however, that grant funds will only be reimbursed up to 50% of the actual cost of the marker);
- › **Wayfinding** projects to plan, design, and place wayfinding signage, and/or to print directional maps and rack cards that identify and direct the public to historic sites and districts. Only active Florida Main Streets and Certified Local Governments in good standing are eligible (awards up to \$50,000); and
- › **Statewide Special** projects, which address one or more statewide historic preservation needs identified by the Division. Applications for these projects are solicited by the Division within the regular grant cycle announcement.

Review Process

Applications are evaluated on a competitive basis by a Grant Review Panel appointed by the Secretary of State. The criteria for evaluation includes: historic significance, endangerment, appropriateness of the proposed project, administrative capability of the organization, adequacy of technical and financial resources, compatibility with statewide historic preservation priorities, educational potential, economic benefits and public good resulting from the project.

Grant Award and Match

Small Matching grants provide a maximum grant award of \$50,000 depending on project type. There is no minimum request amount. An Applicant Organization is required to provide a 1:1 match except as specified in the Small Matching Guidelines. Twenty-five percent of the required match must be cash-on-hand at the time of application. All match must be accounted for during the grant period.

- › **Certified Local Governments** (</historical/preservation/certified-local-governments/>) (CLGs) certified by the National Park Service and in good standing at the time of application are eligible for a match waiver.
- › **Florida Main Street** (</historical/preservation/florida-main-street/>) active programs are eligible for a match waiver.
- › **Rural Economic Development Initiative** [↗](#) (REDI). Projects located in REDI areas are eligible for a match waiver. A REDI list can be found on the Florida Department of Economic Opportunity's REDI webpage [↗](#). This waiver is not available for Historical Marker grants or Applicant Organizations that are state agencies, state colleges or state universities, regardless of proposed project location.

Small Matching Application Information

FY2026 Small Matching Solicitation

When applying for a grant from the Division of Historical Resources, the following information should prove useful.

- › The Solicitation Notice for the Small Matching Grants Program
- › A PDF version of the “**How to Apply**” webinar is available on the right hand side of this page. Registration for scheduled webinars can be found on the Division's Upcoming Events (<https://dos.myflorida.com/historical/meetings-and-events/upcoming-events/>) page.
- › Substitute W9 form will be required with all applications. Note that this is not the Federal W-9, but the State of Florida’s Substitute W-9 form. You can retrieve a copy of the form by going to the Department of Financial Services’ website (<https://flvendor.myfloridacfo.com/>). Upload the form in your application in the Support Materials section of your application.
- › A UEI number will also be required at the time of application. This can be obtained here (<https://sam.gov/>). This must be included in your organization details page on com in order for you to submit the application.

The documents provided here are in the process of being updated as part of our regular rule update. These will apply to FY2026 applications and awarded grants.

- › Small Matching Solicitation Notice (pdf) [↗](#)
- › Small Matching Grant Guidelines (pdf) [↗](#)
- › For a sample application click here [↗](#) (not the actual application)

All applications must be completed and submitted via the online grant system by the application deadline. To access the dosgrants.com click here (<http://apply.flheritage.com/>).

Information and Documents for Current Grantees

Managing your grant

- › For information on how to manage your grant funds, you may access a PDF version of the How To Manage webinar is available on the right hand side of this page.
- › For information on how to complete and submit progress reports, expenditure logs, and payment requests, follow these instructions [↗](#).
- › For information on the procurement of services (i.e. architect, historic preservation consultant, archivist, historian, etc.) as required by the grant award agreement, see this FAQ document (</media/704538/procurement-requirements-for-dhr-grants-faq.pdf>).

Photograph Submission Guidelines

Photographs are requested not only at the time of application, but also to evidence the progress and completion of all funded projects. All projects must adhere to the specifications stipulated in the Guidelines for Submitting

Photographs (pdf) [↗](#)

Division of Historical Resources Recommended Time Sheets

The following documents should be utilized to document any volunteer, in-kind, or grant worked hours related to your project for which there is no alternate official record. To calculate the value of volunteer services, use the federal minimum wage of \$7.25 an hour. Completed time sheets should be submitted with any payment request which cites these services.

- › Volunteer Timesheet (xls) (</media/697354/volunteer-time-sheet.xlsx>)

Schedule of Contract Values

- › Schedule of Contract Values Form (xls) (/media/701814/schedule_of_contract_values.xlsx)

Single Audit Act

Grantees are required to comply with the Single Audit Act. Compliance requires submission of a Certification Form through a feature on dosgrants.com [↗](#) at the conclusion of each fiscal year during which the Grantee has an open grant project. Submission of a subsequent Financial Report is also required if the spending threshold is met. Further instructions on compliance with the Single Audit Act are provided in the following document.

- › Single Audit Act Help Document (pdf) [↗](#)

Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation (36 C.F.R. 68)

- › Professional Qualification Standards (48 FR 44716, September 29, 1983) [↗](#)
- › Standards and Guidelines for Archaeology and Historic Preservation (as amended and annotated by the National Park Service) [↗](#)
- › Standards for the Treatment of Historic Properties, 2017 [↗](#)

State of Florida, Chapter 1A-46 F.A.C., Archaeological and Historical Report Standards and Guidelines

- › Archaeological and Historical Report Standards and Guidelines, Chapter 1A-46, *Florida Administrative Code* (pdf) [↗](#)

Electronic Payments

You can choose to use electronic funds transfer (EFT) to receive your grant payments.

- › If EFT has already been set up with the Department of Financial Services (DFS) for your organization, you do not need to submit another form.
- › To download this form visit the Direct Deposit [↗](#) sign-up on the DFS website.

HOW TO APPLY FOR SMALL MATCHING GRANTS



How to Apply for a Small Matching Grant

HISTORIC PRESERVATION GRANTS PROGRAM

For information on how to complete an application for Small Matching projects, please download the presentation here [↗](#).

HOW TO APPLY FOR SPECIAL CATEGORY GRANTS



How to Apply for a Special Category Grant

HISTORIC PRESERVATION GRANTS PROGRAM

For information on how to complete an application for Special Category projects, please download the presentation here [↗](#).

HOW TO APPLY FOR ABANDONED AFRICAN-AMERICAN CEMETERIES GRANTS



Abandoned African-American Cemeteries Grants

HISTORIC PRESERVATION GRANTS PROGRAM

For information on how to complete an application for Abandoned African-American Cemeteries projects please download the presentation here [↗](#).

HOW TO MANAGE YOUR GRANT



HOW TO MANAGE YOUR GRANT

Historic Preservation Grants Program



For information on how to manage your grant funds you may access a PDF version of the How to Manage Your Grant Presentation (pdf) [↗](#).



Grant Lists

FLORIDA DEPARTMENT OF STATE



and Information



FY 2023-2024



DIVISION OF ARTS AND CULTURE
DIVISION OF HISTORICAL RESOURCES
DIVISION OF LIBRARY AND INFORMATION SERVICES



Click here [🔗](#) to view or download the most recent Grant Book.

DHR grants are listed on pages 33-41.



Ron DeSantis, Governor
Cord Byrd, Secretary of State

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