

INTRODUCED: November 12, 2024

AN ORDINANCE No. 2024-300

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$950,000.00 from the Virginia Department of Historic Resources, to amend the Fiscal Year 2024-2025 Special Fund Budget by creating a new special fund for the Department of Planning and Development Review called the “JXN Project DHR Historic Preservation Grant Special Fund”, and to appropriate the increase to the Fiscal Year 2024-2025 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Planning and Development Review’s “JXN Project DHR Historic Preservation Grant Special Fund” by \$950,000.00, for the purpose of funding the JXN Skipwith-Roper Homecoming project.

\_\_\_\_\_  
Patron – Mayor Stoney, Ms. Newbille, Ms. Robertson and Ms. Lambert

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: DEC 9 2024 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is authorized to accept funds in the amount of \$950,000.00 from the Virginia Department of Historic Resources for the purpose of funding the JXN Skipwith-Roper Homecoming project.

§ 2. That Article I, Section 2 of Ordinance No. 2024-099, adopted May 13, 2024, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2024, and

AYES:            8            NOES:            0            ABSTAIN:            \_\_\_\_\_

ADOPTED:    DEC 9 2024    REJECTED:    \_\_\_\_\_    STRICKEN:    \_\_\_\_\_

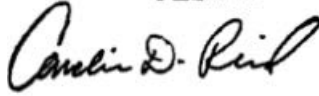
ending June 30, 2025, and made appropriations pursuant thereto, be and is hereby amended by creating a new special fund for the Department of Planning and Development Review called the “JXN Project DHR Historic Preservation Grant Special Fund” for the purpose of funding the JXN Skipwith-Roper Homecoming project.

§ 3. That the funds received from the Virginia Department of Historic Resources are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2024, and ending June 30, 2025, by increasing estimated revenues by \$950,000.00, increasing the amount appropriated for expenditures by \$950,000.00, and allotting to the Department of Planning and Development Review’s “JXN Project DHR Historic Preservation Grant Special Fund” the sum of \$950,000.00, for the purpose of funding the JXN Skipwith-Roper Homecoming project.

§ 4. This ordinance shall be in force and effect upon adoption.

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY’S OFFICE

**A TRUE COPY:**  
**TESTE:**  
  
**City Clerk**



# City of Richmond

900 East Broad Street  
2nd Floor of City Hall  
Richmond, VA 23219  
www.rva.gov

## Master

**File Number: Admin-2024-1266**

**File ID:** Admin-2024-1266      **Type:** Request for Ordinance or Resolution      **Status:** Regular Agenda

**Version:** 2      **Reference:**      **In Control:** City Clerk Waiting Room

**Department:** Planning and Development.Review      **Cost:**      **File Created:** 10/01/2024

**Subject:**      **Final Action:**

<b>Title:</b>
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**Internal Notes:**

**Code Sections:**

**Agenda Date:** 11/12/2024

**Indexes:**

**Agenda Number:**

**Patron(s):**

**Enactment Date:**

**Attachments:** Admin-2024-1266 JXN O&R Request Package, Admin-2024-1266 JXN Project 2024-2025 MOU

**Enactment Number:**

**Contact:**

**Introduction Date:**

**Drafter:** Raymond.Roakes@rva.gov

**Effective Date:**

**Related Files:**

### Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
2	1	10/1/2024	Kris Daniel-Thiem - FYI	Notified - FYI	
2	2	10/2/2024	Kevin Vonck	Disapprove	10/8/2024
<b>Notes:</b> needs proper approval sequence					
2	3	10/8/2024	Kris Daniel-Thiem - FYI	Notified - FYI	
2	4	10/8/2024	Kevin Vonck	Approve	10/10/2024
2	5	10/8/2024	Alecia Blackwell - FYI	Notified - FYI	
2	6	10/8/2024	Sharon Ebert	Approve	10/10/2024
2	7	10/17/2024	Meghan Brown	Approve	10/9/2024
2	8	10/17/2024	Sheila White	Approve	10/18/2024
2	9	10/17/2024	Sabrina Joy-Hogg	Approve	10/21/2024
2	10	11/1/2024	Lincoln Saunders	Approve	10/28/2024
2	11	11/1/2024	Mayor Stoney	Approve	11/21/2024

### History of Legislative File

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Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Admin-2024-1266

**City of Richmond**  
Intracity Correspondence

**O&R Transmittal**

**DATE:** September 25, 2024

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Levar M. Stoney, Mayor

**THROUGH:** J.E. Lincoln Saunders, Chief Administrative Officer

**THROUGH:** Sabrina Joy-Hogg, Senior DCAO for Finance and Administration

**THROUGH:** Shelia White, Director of Finance

**THROUGH:** Meghan K. Brown, Director of Budget and Strategic Planning

**THROUGH:** Sharon L. Ebert, DCAO for Economic Development and Planning

**FROM:** Kevin J. Vonck, Director, Planning and Development Review

**RE:** To accept funds in the amount of \$950,000 from the Virginia Department of Historic Resources to facilitate a grant of such funds to the JXN Project for The Skip-with-Roper Homecoming project.

**PURPOSE:** To authorize the Chief Administrative Officer to accept funds in the amount of \$950,000.00 from the Commonwealth of Virginia, Department of Historic Resources (“DHR”); to amend Fiscal Year 2024-2025 Special Fund Budget by creating a new special fund for the Department of Planning and Development Review called the “JXN Project DHR Historic Preservation Grant Special Fund”; and to appropriate the increase to the Fiscal Year 2024-2025 Special Fund Budget by increasing estimated revenues and the amount appropriated to the JXN Project DHR Historic Preservation Grant Special Fund by \$950,000.00 for the purpose of providing a grant of such funds.

**BACKGROUND:** On June 24, 2024, DHR notified the JXN Project that the Commonwealth of Virginia appropriated \$950,000 for the Skipwith-Roper Homecoming project. See DHR award letter attached. The award letter indicates that the funds cannot be provided directly to the JXN from the Commonwealth and, instead, must pass through the appropriate local government (in this case, the City). The deadline for the funds to be transferred from the Commonwealth to the City is June 30, 2025; however, the funds will be disbursed by the City to the JXN Project as soon as the necessary Memorandum of Understanding (MOU) is executed and written notification to release funds is received from DHR. The City's sole responsibilities will be to (1) accept the grant funds from the Commonwealth and (2) distribute the grant funds to the JXN Project upon receipt of written notification to release funds from DHR. The foregoing limited City responsibilities will be memorialized in a three-party MOU/Grant Agreement executed by the parties following adoption of this ordinance, subject to approval as to form by the Office of the City Attorney.

The funding will support the JXN Project's Skipwith-Roper Homecoming project. The JXN Project also known as JXN, is a historic preservation non-profit organization with a mission to recontextualize the origin story of Jackson Ward as the nation's first historically registered Black urban neighborhood.

JXN's work is focused on the origin story of Jackson Ward - with a concentration from 1768 when William Byrd III first sold parcels of land on the city's northern edge, to 1871, when that same edge was gerrymandered and renamed "Jackson Ward." The project is guided by eight key pillars to include pedagogy, philanthropy, preservation, and proprietorship, as well as public art, public engagement, public programming, and public service, policy and/or planning.

In 2023, JXN launched "The Skipwith-Roper Homecoming" with a runway for planning and implementation, to include both construction and non-construction activities, through 2026 as part of the U.S. Semi-quincentennial. In 2023, JXN concluded its historical, architectural, genealogical, and geotechnical activities and began preliminary community programming to educate primary audiences on Abraham Peyton Skipwith and the Skipwith-Roper Cottage. In 2024, JXN plans to begin its reconstruction and restoration activities, as well as expand programming to secondary audiences

through community building days. In 2025, JXN plans to conclude its reconstruction and restoration activities to prepare the historic site and operational headquarters for public use-while community programming will further expand to tertiary audiences. In 2026, JXN will host “The Return: The Skipwith-Roper Homecoming”, which will serve as the homecoming initiative’s culminating event and grand opening for the Skipwith-Roper Cottage and JXN Haus.

**COMMUNITY ENGAGEMENT:** The JXN project has been engaged with the Jackson Ward community specifically and the city at large since its inception in 2021 with a dedication to restorative truth-telling and redemptive storytelling by capturing the pivotal role of Richmond, Virginia in the evolution of the Black American experience.

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** The mission of the JXN Project is in concert with the City’s The Shockoe Project and other initiatives to recognize and commemorate Black history in the city.

**FISCAL IMPACT:** There is no direct impact/cost as a result of this ordinance. The result will be a net neutral from a city fiscal perspective. The City will receive \$950,000 from the Commonwealth and then distribute such funds to the recipient when DHR directs the City to release the funds. This O&R requests an ordinance to amend the FY2024-2025 special fund budget to appropriate the funds received from the Commonwealth prior to June 30, 2025. Appropriating the funds into a special fund created solely for this purpose will facilitate both (1) the funds to be accepted/appropriated prior to the June 30, 2025, deadline and (2) the funds being disbursed by the City.

**DESIRED EFFECTIVE DATE:** Upon adoption.

**REQUESTED INTRODUCTION DATE:** November 12, 2024

**CITY COUNCIL PUBLIC HEARING DATE:** December 9, 2024

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** Finance and Economic Development Standing Committee, November 21, 2024

**AFFECTED AGENCIES:** PDR, Budget, and Finance

**RELATIONSHIP TO EXISTING ORD. OR RES.:** None

**ATTACHMENTS:** Memorandum of Understanding Among The Virginia Department of Historic Resources and The City of Richmond and the JXN Project For the Administration of the FY 2024-2025 State Grant for Historic Preservation

**STAFF:** Kimberly M. Chen, Senior Manager





# COMMONWEALTH of VIRGINIA

## Department of Historic Resources

Travis A. Voyles  
*Secretary of Natural and Historic  
Resources*

2801 Kensington Avenue, Richmond, Virginia 23221

Julie V. Langan  
*Director*  
Tel: (804) 482-6446  
Fax: (804) 367-2391  
[www.dhr.virginia.gov](http://www.dhr.virginia.gov)

June 24, 2024

Dr. Sessa Joi Moon  
JXN Project  
313 E Broad Street, #123  
Richmond, Virginia 23219

Via Email To: [seshamoon@yahoo.com](mailto:seshamoon@yahoo.com)

Re: 2024/2025 State Grant for the JXN Project

Dear Dr. Moon:

I am writing to notify you that the Commonwealth of Virginia's budget for the 2024/2025 fiscal year includes a \$950,000 appropriation for your project. This grant award is being administered by the Department of Historic Resources (DHR). Before your organization receives the funds, the grant must pass through the local government within which your project is located. The local government will disburse the full amount of the award to your organization.

This grant will be available for disbursement to the locality upon execution of the necessary Memorandum of Understanding (MOU) between the DHR, City of Richmond which will initially receive the funds, and the JXN Project.

It is imperative that the funds be disbursed to the City of Richmond as quickly as possible and no later than June 30, 2025. Any funds not disbursed by that date will be forfeited.

Sarah Spota, DHR's Deputy Director, will be the main point of contact for you and for your local government/fiscal agent during the grant period of performance. She may be contacted by email at [Sarah.Spota@dhr.virginia.gov](mailto:Sarah.Spota@dhr.virginia.gov) or by her direct line, 804-482-8098.

The important next steps in awarding you this funding are:

- Return the attached Project Information Form. Once returned the MOU will be sent to you.

Western Region Office  
962 Kime Lane  
Salem, VA 24153  
Tel: (540) 387-5443  
Fax: (540) 387-5446

Northern Region Office  
5357 Main Street  
PO Box 519  
Stephens City, VA 22655  
Tel: (540) 868-7029  
Fax: (540) 868-7033

Eastern Region Office  
2801 Kensington Avenue  
Richmond, VA 23221  
Tel: (804) 367-2323  
Fax: (804) 367-2391

- Review, finalize and execute the MOU between DHR, City of Richmond, and your organization as quickly as possible.
- Transfer the awarded funding from DHR to the City of Richmond upon full execution of the MOU.
- Authorize the City of Richmond to transfer the awarded funding to the JXN Project upon full execution of the MOU.

The Department looks forward to working with you in the coming months to ensure the success of your project. Thank you for your leadership in preserving Virginia's important history.

Sincerely,



Julie V. Langan  
DHR Director

cc: Sarah Spota, DHR Deputy Director  
Senator Lamont Bagby  
Delegate Betsy Carr

Attachments: Project Information Form

Administrative Services  
10 Courthouse Ave.  
Petersburg, VA 23803  
Tel: (804) 862-6408  
Fax: (804) 862-6196

Eastern Region Office  
2801 Kensington Avenue  
Richmond, VA 23221  
Tel: (804) 367-2323  
Fax: (804) 367-2391

Western Region Office  
962 Kime Lane  
Salem, VA 24153  
Tel: (540) 387-5443  
Fax: (540) 387-5446

Northern Region Office  
5357 Main Street  
PO Box 519  
Stephens City, VA 22655  
Tel: (540) 868-7029  
Fax: (540) 868-7033



**FY 2024-2025 STATE GRANT**

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Grant recipients should complete and sign this information form and submit via email to Sarah Spota, Deputy Director, at [sarah.spota@dhr.virginia.gov](mailto:sarah.spota@dhr.virginia.gov)

All inquiries for information should be directed to Sarah Spota at 804-482-8098 or via email.

<b>Project Title</b>	The Skipwith-Roper Homecoming
<b>GRANTEE INFORMATION</b>	
Applicant Organization	The JXN Project
Street Address	313 E. Broad Street #123, Richmond, VA 23219
Mailing Address (if different from above)	Click here to enter text.
Primary Contact Name and Title	Sesha Joi Moon, PhD, Executive Director
Email Address	info@thejxnproject.org
Telephone #	804-200-8811
Organization FEI/FIN #	86-3846854
Project Coordinator (if different from primary contact) and email address	Click here to enter text.
Award Amount(enter amount found in your award letter)	\$950,000.00
<b>LOCAL GOVERNMENT INFORMATION</b>	City of Richmond
Street Address	900 East Broad Street, Richmond, VA 23219

Mailing Address (if different from above)	Click here to enter text.
Point of Contact Name and Title	Kim Chen
Email Address	<a href="mailto:kimberly.chen@richmondgov.com">kimberly.chen@richmondgov.com</a>
Telephone #	804-646-6364
<b>PROJECT INFORMATION</b>	
Total Project Cost	\$950,000.00
Matching Share (amount & source) if applicable	Click here to enter text.

**Project Type:**

- Construction/Development/Pre-Development Project
- Education and Outreach/Exhibition

**Narrative Statement of Project Description and Design**

The JXN Project, also known as JXN, is a historic preservation non-profit organization with a mission to recontextualize the origin story of Jackson Ward as the nation’s first historically registered Black urban neighborhood.

JXN’s work is focused on the origin story of Jackson Ward – with a concentration from 1768 when William Byrd III first sold parcels of land on the city’s northern edge, to 1871, when that same edge was gerrymandered and renamed “Jackson Ward.” The project is guided by eight key pillars to include pedagogy, philanthropy, preservation, and proprietorship, as well as public art, public engagement, public programming, and public service, policy and/or planning.

JXN’s record of activities within the ward, the project coordinated a year-long sesquicentennial celebration, which la with “Illuminating Legacies: Giles B. Jackson Day” – followed by a six-part “JXN Project Summer Lecture Series” with Library of Virginia. The celebration culminated with the city’s largest mass honorary street installation for “Unveiling Vanguard”, which included Abraham Skipwith Alley.

The alley was named in tribute to Abraham Peyton Skipwith whom JXN considers as the “Founding Father of Jackson – which inspired the project’s current capital campaign “The Skipwith-Roper Homecoming.”

In 2023, JXN launched “The Skipwith-Roper Homecoming” with a runway for planning and implementation, to include both construction and non-construction activities, through 2026 as part of the U.S. Semiquincentennial. In 2023, JXN concluded its historical, architectural, genealogical, and geotechnical activities and began preliminary

community programming to educate primary audiences on Abraham Peyton Skipwith and the Skipwith-Roper Cottage. In 2024, JXN plans to begin its reconstruction and restoration activities, as well as expand programming to secondary audiences through community building days. In 2025, JXN plans to concludes its reconstruction and restoration activities in order to prepare the historic site and operational headquarters for public use – while community programming will further expand to tertiary audiences. In 2026, JXN will host “The Return: The Skipwith-Roper Homecoming”, which will serve as the homecoming initiative’s culminating event and grand opening for the Skipwith- Roper Cottage and JXN Haus.

**CERTIFICATIONS:**

1. The matching share, if applicable, is available;

2. the grantee has the legal authority to apply for state assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-state share of project costs) to ensure proper planning, management and completion of the project described in this application;
3. the grantee shall give the VDHR and the Comptroller, if appropriate, through any authorized representatives, access to and the right to examine all records, books, papers, or documents related to the assistance;
4. the grantee shall establish a proper accounting system in accordance with generally accepted accounting standards or agency directives;
5. the grantee shall furnish a final report and such other information as is required by the VDHR or the State;
6. the grantee shall comply with all applicable requirements of all other State Laws and policies governing this program; and
7. the grantee has read and acknowledged all information and requirements regarding how this grant shall be administered and how funds shall be disbursed.



Signature of Authorized Certifying Official

Title: Executive Director

Date: June 26, 2024

Email: [info@thejxnproject.org](mailto:info@thejxnproject.org)

Phone: 804-200-8811

Applicant or Organization: The JXN Project

Date Submitted: June 26, 2024

## **Memorandum of Understanding**

*Among*

The Virginia Department of Historic Resources

*And*

The City of Richmond

*And*

The JXN Project

*For the*

Administration of the FY 2024-2025 State Grant for Historic Preservation

The Commonwealth of Virginia through the Department of Historic Resources will provide \$950,000 to the JXN Project for the exclusive support of the Skipwith-Roper Homecoming Project (hereinafter “the Project”).

This Memorandum of Understanding (hereinafter “MOU”) establishes a partnership among the Virginia Department of Historic Resources (hereinafter “DHR”), the City of Richmond, an official subdivision of the Commonwealth (hereinafter “the Local Government”), and the JXN Project (hereinafter “the Recipient”).

### I. MISSION

DHR is the State Historic Preservation Office of the Commonwealth. DHR fosters, encourages, and supports the stewardship and use of Virginia’s significant architectural, archaeological, and historic resources as valuable assets for the economic, educational, social, and cultural benefit of citizens and communities. A significant responsibility is the administration and review of state and federal historic preservation grant programs for financial and programmatic compliance. DHR is authorized to administer state grants to non-state agencies under the Code of Virginia.

The JXN Project, also known as JXN, is a historic preservation non-profit organization with a mission to recontextualize the origin story of Jackson Ward as the nation’s first historically registered Black urban neighborhood.

JXN’s work is focused on the origin story of Jackson Ward – with a concentration from 1768 when William Byrd III first sold parcels of land on the city’s northern edge, to 1871, when that same edge was gerrymandered and renamed “Jackson Ward.” The project is guided by eight key pillars to include pedagogy, philanthropy, preservation, and proprietorship, as well as public art, public engagement, public programming, and public service, policy and/or planning.

In 2023, JXN launched “The Skipwith-Roper Homecoming” with a runway for planning and implementation, to include both construction and non-construction activities, through 2026 as part of the U.S. Semiquincentennial. In 2023, JXN concluded its historical, architectural, genealogical, and geotechnical activities and began preliminary community programming to educate primary audiences on Abraham Peyton Skipwith and the Skipwith-Roper Cottage. In 2024, JXN plans to begin its reconstruction and restoration activities, as well as expand programming to secondary audiences through community building days. In 2025, JXN plans to conclude its reconstruction and restoration activities in order to prepare the historic site and

operational headquarters for public use – while community programming will further expand to tertiary audiences. In 2026, JXN will host “The Return: The Skipwith-Roper Homecoming”, which will serve as the homecoming initiative’s culminating event and grand opening for the Skipwith- Roper Cottage and JXN Haus.

Together, the Parties enter into this MOU to mutually promote efforts to execute the Project. Accordingly, DHR, the Local Government and the Recipient operating under this MOU agree as follows:

## II. PURPOSE AND SCOPE

DHR, the Local Government, and the Recipient will cooperate to ensure the correct and timely administration of the grant and the appropriate use and disbursement of its funds.

1. The “Partners” are forming a collaboration to comply with the provisions of the 2024 Appropriation Act.
2. The collaboration is intended to benefit the citizens of the City of Richmond and the Commonwealth.
3. Each organization which is a party to this MOU is responsible for its own expenses related to this MOU.
4. There will be an exchange of funds between the parties for tasks associated with this MOU as outlined below.

## III. RESPONSIBILITIES

Each party will appoint a person to serve as the official contact and coordinate the activities of each organization in carrying out this MOU. The initial appointees of each organization are:

DHR: Sarah Spota, Deputy Director  
[Sarah.Spota@dhr.virginia.gov](mailto:Sarah.Spota@dhr.virginia.gov)  
(804) 482-6461  
2801 Kensington Ave., Richmond, VA 23221

Local Government: Kimberly Chen, Senior Manager  
[Kimberly.Chen@richmondgov.com](mailto:Kimberly.Chen@richmondgov.com)  
City of Richmond Department of Planning and Budget  
(804) 646-6364  
900 E. Broad Street, Richmond, VA 23219

Recipient: Dr. Sessa Joi Moon, Executive Director  
[Info@thejxnproject.org](mailto:Info@thejxnproject.org)  
The JXN Project  
(804) 200-8811  
313 E. Broad Street #123, Richmond, VA 23219



DHR will:

- Transfer award funding in the amount of \$950,000 to the Local Government upon full execution of this MOU, but no later than June 30, 2025;
- Authorize and instruct the Local Government to transfer funds to the Recipient upon full execution of this MOU;
- Instruct the Recipient on the procedures for maintaining the financial records of the grant;

The Local Government will:

- Serve as fiscal conduit for the Project by receiving and transferring the grant funds in full to the Recipient upon full execution of this MOU.

The Recipient will:

- Submit project information form
- Maintain accurate records for the use of the grant funds and retain the records for a minimum of five (5) years from completion of the Project.
- Submit a final project report (see Exhibit A) to DHR and the Local Government within 30 days of the full expenditure of the grant funds.

#### IV. TERMS OF UNDERSTANDING

The term of this MOU is for a period of two years from the effective date of this agreement and may be extended upon written mutual agreement. It shall be reviewed annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Authorization

On behalf of the organization I represent, I agree to the terms set forth in this agreement.

DHR: \_\_\_\_\_  
(signature) (date)

Julie V. Langan, Director and SHPO

Local Government: \_\_\_\_\_  
(signature) (date)

Name/Title

Recipient: \_\_\_\_\_  
(signature) (date)

Name/Title

Approved as to Form

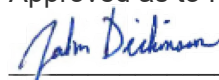
  
\_\_\_\_\_  
Assistant City Attorney

EXHIBIT A

Name of Recipient:	
Project Director Name:	Project Director Title:
Project Director Phone:	Project Director Email:
Grant Period: End date ___/___/_____	
Project Title:	

**Final Report Instructions:** Please answer all questions within this document. Label all pages with the name of the Recipient organization. The final project worksheet, and all supporting materials, including copies of all invoices and receipts, must be submitted to DHR with this report.

**Project Description**

1. Summarize the results of the project accomplished under this grant.
2. Describe any differences between the planned results as stated in the Project Scope of Work and the actual results. (*N/A is an allowable response*)

**Financial Information**

Please describe how the state funds were allocated to your project.

Note: You may indicate non-state funds that were used to complete the project, however, no matching funding is required.

**Experience**

Answers to the following questions will help us improve the administration of this grant program.

1. What were the major successes or obstacles you faced in implementing your grant project and what additional assistance (from partner organizations, the community, DHR, etc.) would have benefited your organization?
2. Provide a quote and citation/author that describes how this project has benefited the local community and the Commonwealth and how it has furthered the public's knowledge of significant historical/cultural event(s) that shaped the nation. This quote may be used by the Commonwealth and/or DHR in publications or other social media.

Final date due: \_\_\_\_\_ Final date submitted: \_\_\_\_\_

Recipients Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date Final approved by DHR: \_\_\_\_\_

DHR Grant Manager Signature: \_\_\_\_\_