



National Trust *for*
Historic Preservation
Save the past. Enrich the future.

February 1, 2021

Robyn Peterson
Museum Director
Museum of Riverside
3580 Mission Inn Avenue
Riverside, CA 92501

Dear Robyn:

It is a pleasure to inform you that your application for a National Trust Preservation Fund grant has been approved. We have allocated \$5,000 from the California Fund to match local funds to help support the exhibition entitled "A Civil Rights Monument: Telling the Harada Family Story."

The National Trust for Historic Preservation is very supportive of your worthwhile preservation activity. It was selected from a large number of qualified applicants competing for a very limited amount of funds. We hope that this letter of support and financial commitment will assist your organization in raising any additional funds needed for this historic preservation activity.

Acceptance of this grant is indication of your willingness to conduct your project in conformance with the following special conditions:

1. **Required Match.** This grant must be matched with other funding on a one-to-one basis. Evidence of the match must be submitted in the final report required in Paragraph 8.
2. **Competitive Procurement Process.** You agree that all procurement of goods and services shall be conducted in a manner that provides maximum open and free competition. When a procurement exceeds \$50,000, you must seek at least three (3) competitive bids or quotes. (This applies to any procurement greater than \$50,000 that is part of this grant-assisted project, whether financed through National Trust funds or through the matching funds that make up the rest of the project's approved budget.) You should also maintain procedures to ensure that procurement of goods and services, including consultant services, do not present a conflict of interest.
3. **Equal Opportunity.** You agree not to discriminate against any employee or applicant for employment because of actual or perceived race, color, national origin, creed, age, gender, marital status, sexual orientation, religion, mental and physical disabilities, sex (including pregnancy), personal appearance, gender identity or expression, family responsibilities, genetic information, matriculation, political affiliation or veteran status.
4. **Retention of Records.** You must maintain auditable records of all expenditures under this grant for three (3) years after completion of this grant-assisted project.

5. **Planning for Preservation Work.** Any documents or plans for preservation work that result from the project must conform to the Secretary of the Interior's *Standards for the Treatment of Historic Properties*, as appropriate.
6. **Publicity and Acknowledgement of Grant Assistance.** For your assistance, we enclose a sample press release format for use in publicizing the grant. The National Trust must be listed as a supporter in any printed material and publicity releases. Should material emanating from this preservation activity be published for distribution, appropriate acknowledgement of the Trust's participation should be given using the following statement:

"This project has been funded in part by a grant from the California Fund of the National Trust for Historic Preservation."

In accepting this grant, the grantee agrees to provide the National Trust for Historic Preservation in the United States with a non-exclusive, royalty-free license to use, and to allow others to use, any reports or other materials funded by the grant.

7. **Project End Date.** The time limit for completing your grant-assisted project will be **one year**, commencing from the date of your grant disbursement from the National Trust. Should any problems arise, a written request for an extension of the project must be submitted to our office for consideration within ten (10) days of the project end date.
8. **Final Report.** Within 30 days of the project end date, you agree to submit a final report and financial accounting on the use of the grant, as well as any materials or reports emanating from the grant to the National Trust. **The final report must be submitted online in the same system used to submit the grant application.** See the "Find Funding" section of our website (Forum.SavingPlaces.org) for the link to that system.
9. **The Requirement of Return of Funds.** The National Trust shall require that you return the grant funds, plus accumulated interest, in the event that you: (1) fail to complete the project as described in your application; (2) fail to complete the project within one year of the disbursement date; (3) fail to obtain written approval from the National Trust prior to making a material change to the project; (4) fail to match the grant funds on a dollar-for-dollar cash basis; or, (5) fail to submit the final report within 30 days of the project end date.

We would like to complete disbursement of funds to your organization as soon as possible. If we do not hear from you by **March 1, 2021** the funds obligated for the project will be returned to our regional fund reserve for the National Trust Preservation Funds program.

Please sign and return the original of this letter to my office as soon as possible as your acceptance of this agreement. By doing this you acknowledge that these grant funds will be used expressly for the purposes described in your grant application and are subject to the conditions contained in this letter of agreement.

Please contact our office for any additional assistance. We are pleased to assist in your preservation project and trust that this grant will prove valuable to your effort.

Sincerely,

A handwritten signature in dark ink that reads "N. Vann". The signature is written in a cursive, flowing style.

Nicky Vann
Director, Grants and Awards Programs

CONCUR_____ **DATE**_____

TITLE _____