



STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

KEVIN ELSENHEIMER  
EXECUTIVE DIRECTOR

October 1, 2015

Dear Lighthouse Enthusiast:

The State Historic Preservation Office is pleased to announce the availability of fiscal year 2016 Michigan Lighthouse Assistance Program (MLAP) grant applications. Funds are available for both planning and rehabilitation activities. **The grant application deadline is Friday, November 20, 2015. Applications must be postmarked no later than 5:00 p.m. on Friday, November 20, 2015.** Copies of the grant manual and application materials can be found on our web page at <http://www.michigan.gov/shpo>, under the *SHPO Programs* heading, click on *Michigan Lighthouse Assistance Program*.

Reminders on important grant manual information:

- To encourage the timely completion of MLAP grant projects so that new projects can be funded, awarded grants will have a two-year grant period in which to execute the project work. ***Project extensions beyond the two-year grant period will only be considered if the proposed end date is within three years of the date of execution of the grant agreement.*** Requests for extension will be evaluated and may be granted at the discretion of the SHPO if the recipient can demonstrate reasonable progress in accomplishing the grant work. Requests for extensions beyond three years of the execution date of the grant agreement will not be considered. Requests for project extensions must be submitted in writing prior to the end date of the grant agreement and must state the reason an extension is necessary.
- ***The MLAP grant program is an EXPENSE REIMBURSEMENT program.*** The grantee must have funds available for expenditure to cover 100% of the costs of the entire project at the time the grant application is submitted. The grantee is then reimbursed for the expenses incurred up to the grant amount at the end of the grant project after the work has been approved by SHPO. All project work must be complete and all invoices paid, and all financial documentation is audited and approved by SHPO before the grantee receives any reimbursement. If a historic preservation easement is required, reimbursement will only occur after the easement is executed and recorded at the Register of Deeds and the original easement submitted to SHPO.
- Grantees are limited to having two MLAP grants open at one time. One grant must be for planning and one grant must be for rehabilitation. A grantee may not have two grants of the same type open at the same time. A grant must be closed before the grantee can submit a new application for a grant of the same type.
- We are placing more emphasis on 1) receiving complete grant application materials at time of application; and 2) projects that are ready to begin work at application time, and not dependent on future actions, approval or cooperation from other organizations before the project can begin. Please refer to Page 5, Lighthouse Assistance Program Scoring Criteria, to see how your grant application will be evaluated.

State Historic Preservation Office

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October 1, 2015

Page 2 of 2

As a reminder, you can contribute to the future of Michigan's historic lighthouses by purchasing a Michigan lighthouse license plate. You can find more information on the lighthouse license plate at the Secretary of State web page at <http://www.michigan.gov/sos> , then click on *Owning A Vehicle*, then *License Plate Store*, and then on *Fundraising License Plates*. The proceeds from the sale of lighthouse license plates are used to assist in the rehabilitation of Michigan's lighthouses.

Questions about the grant application or the grant process can be directed to Joelle Letts, Grants Manager/Budget Analyst at (517) 373-1904 or [LettsJ1@michigan.gov](mailto:LettsJ1@michigan.gov). Also, if you are no longer active with lighthouse preservation and want to be removed from this lighthouse mailing list, or if your lighthouse affiliation has changed and you would like to update us with your new affiliation, please email Joelle.

We look forward to receiving a Michigan Lighthouse Assistance Program grant application from your organization.

Sincerely,



Brian D. Conway, State Historic Preservation Officer