

Grant Agreement Staff Report

Date: January 2, 2026
To: Douglas County Board of County Commissioners
Through: Douglas J. DeBord, County Manager
From: Terence T. Quinn, AICP, Director of Community Development *TQ*
CC: Brittany Cassell, Curator
Lauren Pulver, Planning Supervisor
Kati Carter, AICP, Assistant Director of Planning Resources
Subject: **State Historical Fund Grant agreement for Site Stewardship Project
5DA.265 restoration in the amount of \$249,994 and a County contribution
of \$62,500**

Board of County Commissioners Hearing:

January 13, 2026 @ 1:30 p.m.

I. EXECUTIVE SUMMARY

On December 15, 2025, the History Colorado State Historical Fund (SHF) notified staff that the County will receive a grant for \$249,994 for the Archaeology Excavation, Stabilization and Site Stewardship Project at site 5DA.265. The cash match funds were requested from the 2025 Parks, Trails, Historic Resources, and Open Space tax fund in the amount of \$62,500. The total funding for the project is \$312,494.

The County is required to execute an Acknowledgement of Award Conditions as part of the final SHF award agreement.

II. REQUEST

Staff requests the Board of County Commissioners' (Board) approval for the County Manager to execute the attached Acknowledgement of Award Conditions.

The State of Colorado requires any grantee to verify that certain performance standards will be met, such as verification that cash match funds are available, the project will meet the Secretary of the Interior's Standards, and the grantee agrees to all terms of the grant agreement.

Once this document is executed, the State of Colorado will finalize the grant agreement and provide the County with a copy of the fully executed agreement.

III. **BACKGROUND**

Site 5DA.265, located in northeastern Douglas County, is a defining site in Colorado and regional prehistory. A previously excavated collection was reevaluated by a Cultural Resource Management company in 2018 with funding from a SHF grant and a cash match from the Colorado Department of Transportation (CDOT). The site was also listed on the National Register of Historic Places in 2020. The 2024 SHF granted funded archaeological site assessment concluded that the site would benefit from additional excavation and site stabilization.

The site was excavated in the 1970s and over 100,000 artifacts. This assessment aims to identify critical features of the site and Indigenous cultural features, such as hearths or earth ovens. Tribal interns will actively participate in the excavation and report-writing, and travel support will be provided for site visits and other activities requested by the tribes. In addition to protecting the site and preserving its research potential for future generations, the project aims to enhance the understanding of the site while incorporating Indigenous knowledge and perspectives. The County already has support for the project from three tribal groups: Pawnee Nation, Jicarilla Apache Nation and Northern Arapaho.

Site 5DA.265 is a significant site, and a County landmark, because of its cultural resource contribution to Colorado and Douglas County prehistory and the archaeological record.

IV. **RECOMMENDED ACTION**

Staff has evaluated the SHF Grant Agreement, and the Board may authorize the County Manager to execute the document as it complies with the County approval standards and policies.

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Acknowledgement of Award Conditions

Project #2026-01-026

Archaeology Excavation, Stabilization and Site Stewardship Project

As a grant recipient, you will enter a State of Colorado grant agreement as a state grantee. As such, there are conditions associated with a State Historical Fund grant you must accept prior to us creating your grant award contract.

1. Read all statements below and initial each statement. **Check marks are not accepted.**
2. Obtain the signature of the **authorized officer** for your organization.
3. Write in the date the letter was signed by the appropriate authorized officer.
4. Print the name and title of the appropriate authorized officer.

My organization is ready to Go Under Contract with the State Historical Fund, and I confirm the following:

- _____ I understand and accept my organization will enter into a grant agreement with the State of Colorado. My organization will be responsible for meeting the terms of the grant agreement, and will not “pass through” fiscal or project responsibility to another organization.
- _____ I understand and accept that no work may start, no supplies purchased, and no contracts with contractors or consultants may be signed until I have a fully executed grant contract from the State. Any costs incurred before the grant contract start date will be ineligible toward the project.
- _____ I understand and accept that State grant agreements contain non-negotiable terms. I have reviewed the enclosed grant template, and my organization agrees with those terms.
- _____ I understand and accept that my organization is solely responsible for determining if my cash match sources are eligible for use with State Historical Fund grant programs.
- _____ I understand and accept that my organization must adhere to all program policies, state regulations, provisions, and laws.
- _____ I understand and accept that my organization will work in partnership with the State Historical Fund to meet the Secretary of the Interior’s Standards and Guidelines for Archaeology and Historic Preservation. I will comply with review expectations, and will refrain from carrying out work until I have the approval of my State Historical Fund Resource Specialist to proceed. For archaeology and survey projects, I will adhere to the current Colorado Cultural Resource Manual. (See Program Guidebook pages 5 and 25, *Secretary of the Interior Standards* section and *Survey Manual* link)
- _____ I understand and accept State funds will only pay for work that takes place within the grant agreement period.
- _____ I understand and accept all project expenses must be associated with one of the task items in the Grant Agreement Exhibit B: Budget and reported as such. (See Program Guidebook 34 and 37, *Grant Award/Agreement Document* and *Payment Review Process* sections)
- _____ I understand and accept project cost savings will be shared with State Historical Fund based on the percentage shown in Exhibit B: Budget. (See Program Guidebook page 34, *Grant Award/Agreement Document* section)

_____ I understand and accept I am required to provide documentation of grant administration and indirect expenditures with time sheets and rates, and clear calculations. (See Program Guidebook page 36, *Supporting Documentation* section)

_____ I understand and accept my organization and the property owner, if applicable, cannot have or enter into a relationship that may result in an actual or perceived conflict of interest, nor use funds in a manner that may result in an actual or perceived conflict of interest. (See Program Guidebook page 41, *Conflict of Interest* section)

_____ The full cash match balance of \$62,500 is now readily available and in-hand in a bank account. (See Program Guidebook page 6, *Cash Match* section)

Please be advised that the State Historical Fund processes grant agreements in the order that the required information is received in good order, and it can take up to 6 weeks for the agreement to be executed. If you have questions or need additional information, please do not hesitate to contact our office.

Douglas County
Grant Recipient Organization

Signature of Authorized Officer Date

Print Name of Authorized Officer