



United States Department of the Interior

NATIONAL PARK SERVICE
1849 C Street, N.W.
Washington, DC 20240

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Memorandum

To: Historic Preservation Fund Grants Manual
From: Megan J. Brown, Chief; State, Tribal, Local Plans and Grants (STLPG)
Subject: Reporting Units for Survey and Inventory

Megan J. Brown

In order to ease the submission of data reported to the National Park Service as part of annual formula awards from the Historic Preservation Fund, the *Historic Preservation Fund Grants Manual* (2007 edition) is revised to require reporting of areas surveyed in acres in place of hectares. This means that grant recipients who perform work under the Survey and Inventory program area will report on accomplishments in the appropriate Cumulative Products Table in acres, effective immediately.

In general, all references to “hectares” in the manual should now be understood to mean “acres” and the following specific portions of the manual are revised to reflect this change.

HPF MANUAL CHANGE

Previous Language:

Chapter 7

Guidelines for Completing the Cumulative Products Table

C. Guidelines for Specific Program Areas

5. Survey and Inventory Program Area

d. For “Area Surveyed,” the unit of measure is hectares. One square mile equals 256 hectares. One hectare equals 2.5 acres. (p. 7-31)

Chapter 8

EXHIBIT 8-A PROJECT NOTIFICATIONS

C. In addition to the information required in B. above, provide the following information for the specific subgrants or contracts as indicated:

1. **NONCONSTRUCTION**

a. For Survey subgrants/contracts the summary of work must state in Item 4:

4) Estimated number of hectares to be surveyed; (p. 8-18)

Revised Language:

Chapter 7

Guidelines for Completing the Cumulative Products Table

C. Guidelines for Specific Program Areas

5. Survey and Inventory Program Area

d. For "Area Surveyed," the unit of measure is **acres**. One square mile equals 640 acres. (p. 7-31)

Chapter 8

EXHIBIT 8-A PROJECT NOTIFICATIONS

C. In addition to the information required in B. above, provide the following information for the specific subgrants or contracts as indicated:

1. NONCONSTRUCTION

a. For Survey subgrants/contracts the summary of work must state in Item 4:

4) Estimated number of **acres** to be surveyed; (p. 8-18)

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