

APPENDIX D – PROJECT DESCRIPTION FORM

For each proposed project, please include the following information in your description of the proposed project:

- 1) Project name and description
 - 2) Project outputs/outcomes
 - 3) Success measurement criteria
 - 4) Timeline
 - 5) Anticipated budget
- Discussion of how the described project(s) will provide long-term educational benefit to the Jennings Lodge community.
 - One of the projects or project components must include a webpage (which may be linked via QR code or URL from the JLCMSRC's interpretive sign containing supplemental historical JLCMSRC information.
 - Each project will provide a discussion of how it contributes to the overall long-term educational benefit to the Jennings Lodge community.
 - For elements of the proposed project related to education, the application should convey how the project will promote child and adult learning.
 - How will the proposed project(s) foster an understanding of the JLCMSRC historic site and its role in the history of the Jennings Lodge area?
 - Will the project(s) assist with preservation/restoration of other NHRP-eligible churches/campsites in Oregon?
 - What is the connection to the preservation and interpretation of Clackamas County's history? (Projects within or focusing on Clackamas County will be prioritized over projects occurring in or focusing on areas outside of Clackamas County.
 - For elements of the project related to conservation, development or interpretation of cultural heritage, the application must convey how such work will be completed using appropriate museum, archival, preservation, and research or library practices, including specification of which standards will be followed for those aspects of the project.
 - For digitization projects, recommended minimum standards are those promoted by the Association for Library Collections & Technical Services (<http://www.ala.org/alcts/resources/preserv/minimum-digitization-capture-recommendations>)
 - For elements of a project related to the preservation/restoration of similar churches or campsites, the application must convey how such work will meet the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (<https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>).
 - Describe the public outreach plan for each of the project(s). Describe how marginalized and underserved communities will be consulted, involved, informed, and included in the project(s).
 - Provide a timeline of major milestones/project activities and expected completion date(s). Projects must begin by October 1, 2023 and be concluded by May 31, 2024.
 - Provide a detailed, line item project budget.
 - Discuss how the applicant will engage the Jennings Lodge community and provide the community with periodic updates of project activities/progress.
 - A sample list of the applicant's completed history-related educational programming and activities.