



# Arizona Route 66 Cost Share Grant 2025

## Introduction

The Historic Route 66 Association of Arizona has a limited number of funds available for cost sharing grants that aim to preserve, promote, and protect Route 66 in Arizona. Businesses, Chambers of Commerce, non-profits, and community organizations are welcome to apply for grant funds.

## Requirements:

- At least 50/50 cost share match.
- Project positively impacts the Arizona Route 66 community.
- Detailed Project Budget.
- At least **2 bids** for any work to be completed, or communication from at least 2 qualifying vendors.
- Business located on or in view shed of Route 66.
- Organizations must complete projects and programs within the Arizona geographic boundaries.
- Project must be completed within 12 months from date funds are received.

## Funding Request Range

The Association will accept only one proposal from a qualified business annually. Proposals may be submitted for a minimum of \$2,000 up to a maximum of \$10,000. The total granting pool depends on fund availability in the cycle.

## Proposed Project Categories

### 1) Preservation, Restoration, and Rehabilitation Projects

The preservation, restoration, and rehabilitation of transportation-related properties on Route 66 are eligible. Properties must be on, or within view of a Route 66 road alignment; be in their original location; and retain some historical and architectural integrity.

Eligible property types include:

- gas stations, automotive repair shops, and other automobile-related businesses
- restaurants and cafes
- motels, hotels, and campgrounds
- curio shops, tourist trading posts, tourism-related attractions

Eligible activities include, but are not limited to repair, rehabilitation, or restoration of:

Doors and Windows  
 Light Fixtures  
 Historic Signs (in Historic Locations)  
 Bridges  
 Historic Road Pavement

Roofs  
 Floors  
 Foundations  
 Structural Elements  
 Plumbing, electrical, HVAC

**Important:** Project plans and drawings prepared by a registered historical architect or other qualified professional must be included in all preservation, rehabilitation and restoration projects, or the development of such plans must be part of the project proposal. All work must conform to all applicable local/state building codes. Historic reports must have been completed within the last 5 years.

## 2) Other eligible projects and examples:

- **Tourism Related Projects**
  - Downtown Walking Tour
- **Educational Programs**
  - Song writing and producing for teens
  - Development of Route 66 curriculum
- **Community Enhancements**
  - Welcome Sign
  - Addition of picnic area for visitors including informational panels
- **Route 66 Museums and Exhibits**
  - Updating existing exhibit
  - Construction for creation of new exhibit
  - App based education component
  - Enhancements to improve visitor experience

### Online Submission Instructions

Download the application, fill out required information. All submission will be submitted online by email to [nikki@historic66az.com](mailto:nikki@historic66az.com).

Include application and attachments in one email. Photos can be submitted in a separate email if necessary.

### Timeline for 2025 Grant Making

- Grant cycle opens **February 1, 2025**
- Applications are accepted on a rolling basis through 2025
- Grant awards and decline letters sent out up to **75 days after receiving application**
- If funded, Final Report Due one year from award receipt

### Grant Deadline

Proposals must be submitted by email to [nikki@historic66az.com](mailto:nikki@historic66az.com). Incomplete submissions, submissions without two quotes, or incomplete budgets will not be considered.

## Review and Evaluation Process

All proposals will be reviewed through a competitive evaluation process by the Arizona Route 66 grants committee. Reviewers will evaluate based on the criteria laid out below.

### Grant Reviewer Rubric

Measure	Weak		Average		Strong
Application activities or outcomes preserve, promote, or protect Route 66 in Arizona.	0	5	10	15	20
Business, organization, or applicant is in an Arizona Route 66 Community.	0	3	5	7	10
Two quotes for repair work are included with the application. If two bids were not available, applicant provided an explanation.	0	3	5	7	10
Timeline was submitted and the project will be complete within 1 year. No included timeline received a zero score.	0	3	5	7	10
Visitor experience will be positively impacted by your project results.	0	3	5	7	10
Existing historic integrity of the property. (Does it retain its historical appearance, design, features, and materials? Is it in its historic location?)	0	3	5	7	10
Thoroughness of project planning documents or plans for their preparation by a qualified historical architect or other appropriate professional, if applicable.	0	3	5	7	10
Results are significant and can be demonstrated.	0	3	5	7	10
Applicant has described a future plan for at least 3 years.	0	3	5	7	10
Budget is included in application, is complete and easy to understand. No included budget receives a zero score.	0	3	5	7	10
<b>Total Points</b>					

# Grant Application

## Project Overview

Applicant Business/Organization \_\_\_\_\_  
Contact Name & Title \_\_\_\_\_  
Phone & Email \_\_\_\_\_  
Address \_\_\_\_\_  
Project Name \_\_\_\_\_  
Amount Requesting \_\_\_\_\_  
Applicant Cost-Share Amount \_\_\_\_\_  
Total Project Amount (Grant + Cost-Share) \_\_\_\_\_

## Project Details

5. Describe your project.
  
6. If applying for a grant for historic property rehabilitation, please state history and description of property. Include date constructed, previous uses, ownership details if known.
  
7. Is the property on the National Register of Historic Places (if applicable)?  YES  NO
  
8. List any other organizations or individuals that will be collaborating in the completion of this project.
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  
9. Project Team. Please list the individuals who will work on this project and their qualifications and responsibilities.
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  
10. Tell us how the project preserves, promotes, and or protects Route 66 in Arizona.
  
  
  
  
  
  
  
  
  
  
11. Provide a timeline of events as appropriate.

12. Please indicate if this is a new project, a project expansion, or a continuing project.

- New       Continuing

13. Please detail why the project is being pursued now.

14. How will you proceed with this project if you only receive partial funding? Are there components that are more critical than others?

15. Please describe sustainability plans or efforts to continue the project past the funding year. What is the 3-year plan for the project/business/organization?

16. Please list all other funding sources you have applied to, both pending and secured, for this project.

#### **Project Budget**

17. The project budget should show financial data for the proposed project during the grant period, not the organization/businesses overall operating budget. Please only include revenue and expenses related to the proposed project. Please attach a separate document with budget details.

#### **Documentation**

18. In addition to your completed application, budget, and 2 project quotes you may add up to **two** additional documents pertaining to the project. These documents may include (but are not limited to): photos, news articles, etc.

19. Letters of support provide evidence that your project has the backing of respected professionals, organizations, and individuals. They demonstrate that your proposal is not just your own opinion, but that it is supported by the wider community. Please include at least one letter of support with your application.

## Terms and Conditions – Initial each line item.

1. I acknowledge that funding by the Historic Route 66 Association of Arizona, its affiliates, or any of its philanthropic partners is not guaranteed simply by virtue of completing this application. \_\_\_\_\_
2. Should my business be awarded a grant through this funding opportunity, I agree to submit a W-9 before money is awarded. \_\_\_\_\_
3. Should my business be awarded a grant through this funding opportunity, I agree to submit a final report for this project by the final report due of one year from award receipt. \_\_\_\_\_
4. Should my business be awarded a grant through this funding opportunity, I agree to the following terms and conditions:

**Use of Grant Money.** The Grantee shall use the Grant Money only for the Project and in accordance with the proposal and budget previously submitted to and approved by Historic Route 66 Association of Arizona. The Grantee shall not make any significant change in the Project without the prior approval of the Historic Route 66 Association of Arizona. At the end of the grant period, the Grantee shall promptly return to the Historic Route 66 Association of Arizona any unused portion of the Grant Money. \_\_\_\_\_

**Reports.** The Grantee shall submit written reports on the accomplishments of this Project as well as an accounting of expenditure of grant funds. Reporting and documentation required by Historic Route 66 Association of Arizona shall be provided as outlined in the Grantee Final Report, which will be available as the final report due date nears. The Grantee shall provide The Historic Route 66 Association of Arizona with copies (if available) of any press releases, photographs and published material about the Grant Money and the work it made possible.  
\_\_\_\_\_

**Meeting Requirement.** The Grantee may be asked to attend a meeting at Historic Route 66 Association of Arizona, to be set at a later date, to discuss your project. \_\_\_\_\_

**Publicity.** You will allow Historic Route 66 Association of Arizona to review and approve the text, including quotes, of any proposed publicity concerning this grant prior to its release. The Historic Route 66 Association of Arizona may include information regarding this grant, including the amount and purpose of the grant, any photographs you may have provided, your logo or trademark, or other information or materials about your organization and its activities, in

Association's newsletters, news releases or any other printed materials, along with our website and social media accounts. Please ensure that all publicity (including printed material, press releases and Web sites) states "partial funding provided by the Historic Route 66 Association of Arizona" If you require an electronic copy of Association's logo, please request it from nikki@historic66az.com. \_\_\_\_\_

**Retention of Records.** The Grantee shall keep all financial records pertaining to the Project for at least four years and shall make such records available to The Historic Route 66 Association of Arizona at reasonable times upon The Historic Route 66 Association of Arizona's request. \_\_\_\_\_

**Revocation of Grant Money.** The Grantee must return all unexpended grant funds immediately upon request by The Historic Route 66 Association of Arizona, at its sole discretion, determines that the Grantee has not performed in accordance with this Agreement. \_\_\_\_\_

**Grant Does Not Create a Partnership.** The Grantee shall not in any manner indicate, nor shall the grant or any documents related thereto be in any manner deemed to create or construed as creating, any kind of partnership, joint venture or other similar relationship between the Historic Route 66 Association of Arizona and the Grantee or other party. The Historic Route 66 Association of Arizona shall not be deemed in any manner responsible for the debts, liabilities or other obligations of the Grantee, including any such debts relating to this Project. \_\_\_\_\_

**Amendment.** This Grant Agreement shall not be amended or revised except by a written document signed by the parties hereto. \_\_\_\_\_

**Changes or Problems Occurring During Grant Year.** Any changes or problems in the Grantee Agency that affects the Project must be reported to The Historic Route 66 Association of Arizona immediately. \_\_\_\_\_

## Grantee Final Report

All information in **Bold** will be pulled from the Grant Application. All information in *gray italic* is additional information that will need to be filled out while completing the final report.

### **Project Overview**

Applicant Business/Organization \_\_\_\_\_

Contact Name & Title \_\_\_\_\_

Phone & Email \_\_\_\_\_

Address \_\_\_\_\_

Project Name \_\_\_\_\_

Amount Requesting \_\_\_\_\_

Applicant Cost-Share Amount \_\_\_\_\_

Total Project Amount (Grant + Cost-Share) \_\_\_\_\_

**Please review and answer the associated questions regarding actual results.**

### **Project Narrative**

1. Did you accomplish your project goals?
  
  
  
  
  
  
  
  
  
  
5. Provide a timeline of actual events as appropriate.
  
  
  
  
  
  
  
  
  
  
3. Please indicate if this is a new project, a project expansion, or a continuing project. If this is not a one-time project, please describe any sustainability plans or efforts to continue the project past the funding year.

### **Project Budget**

4. Did you work within the budget? Include an itemized budget along with a copy of any receipts and paid invoices.
  
  
  
  
  
  
  
  
  
  
5. List any unintended results that the program or project caused. These could include things like unexpected collaboration opportunities.
  
  
  
  
  
  
  
  
  
  
6. List any challenges encountered during the grant period that diminished your organization's ability to achieve the intended outcomes.



7. Please include a 100 to 200 word inspiring impact story and submit up to three (3) digital photos (size 300 dpi or larger) along with consent for publication. We want to share the good news of your great work in our newsletter and on our social media!
  
8. Do you have any other comments or important information to share?



## Arizona Route 66 Cost Share Grant Affidavit in Support of Application

I am submitting this completed affidavit at the request of the Historic Route 66 Association of Arizona for the purpose of making an application for a public benefit or privilege. I hereby certify that I am a duly authorized representative of the organization identified below with the principal address as follows:

Organization: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Amount contributing to the Arizona Route 66 Cost Share Grant \$ \_\_\_\_\_

Source of funding: \_\_\_\_\_

I recognize that pursuant to Arizona Law, perjury constitutes a class 4 felony under A.R.S Sec 13-2702 and a false swearing constitutes a class 6 felony pursuant to A.R.S Section 13-2703.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

## Document Checklist

Please make sure your application is complete. Incomplete application will not be considered.

- Grant Application
- Terms & Conditions
- Letter(s) of support
- Signed Affidavit in Support of Application
- At least **2** bids for any work to be completed, or communication from at least 2 qualifying vendors.
- Any supporting documents
- Photos of building, sign, project site
- Grantee Final Report is **not** due with application.