

Memorandum

To: Regional Directors
Associate and Assistant Directors
Superintendents

From: Associate Director, Partnerships and Civic Engagement //s// Lauren S. Imgrund

Subject: Action Required Multiple Due Dates: Aligning Donations, Philanthropic Agreements (including Annual Work Plans), and Aid-to-NPS Plans with Administration Priorities

- Due March 14, 2025:
 - o Review NPF Grant Agreements
 - o Review philanthropic agreements as identified in Director's Order 21: Donations and Philanthropic Partnerships, and projects supported by donations
- Due April 4, 2025:
 - o Modify or terminate NPF Grant Agreements, if needed
 - o Modify or terminate philanthropic agreements as identified in Director's Order 21: Donations and Philanthropic Partnerships, and projects supported by donations, if needed
- Due date varies depending on NPF funding schedule:
 - o Review and modify any NPF or NPS documents and RFPs associated with NPF funded programs.

As part of the National Park Service's (NPS) implementation of relevant Executive Orders (EOs) and Secretarial Orders (SOs) issued by the Trump Administration, NPS directorates, programs, and parks must ensure that all donations are **accepted in accordance** with EOs and SOs and comply with Director's Order #21.

Review of Active National Park Foundation Grant Agreements

By March 14, 2025, parks and program offices should review all active grant agreements with the National Park Foundation (NPF). If a project funded through an active grant agreement conflicts with an EO or SO, the park or program should work with the NPF to revise the project and agreement as needed to ensure compliance with all EOs and SOs no later than April 4, 2025. If the project cannot be revised to comply with all EOs and SOs, follow the steps in the grant agreement to terminate the agreement. Parks and program offices should ensure any new grant agreements comply with all EOs and SOs.

Review of Philanthropic Agreements

Immediately: Parks and program offices must ensure 1) any new work under current Annual Work or Aid-to-NPS plans be in compliance with all EOs and SOs and 2) any new donations, Annual Work Plans, Aid-to-NPS Plans, and other philanthropic agreements comply with all EOs and SOs. As soon as practical, existing Annual Work Plans and Annual Aid-to-NPS Plans should be updated to ensure they are in compliance with all EOs and SOs.

By April 4, 2025, Parks and program offices should review projects supported with donations and the non-template text in active philanthropic agreements (as identified in Director's Order 21) to ensure they are in compliance with all EOs and SOs. Parks and program offices should work with the donor or their philanthropic and/or cooperating association partner, as applicable, to make any modifications needed to bring philanthropic agreements and projects funded through donations into compliance with EOs and SOs. Where it is not possible to rescope the purpose of the donation, the project or agreement must be terminated in accordance with the applicable agreement.

Review of Active National Park Foundation Funding Programs

Immediately, all Associate/Assistant Directors or their appropriate staff must, in coordination with the NPF, begin to review any NPF funding program and/or request for proposals (RFP) they coordinate with the NPF to ensure the funding programs do not conflict with EOs, SOs, or Administration priorities. Occasionally, NPF and a region coordinate directly on a funding program. In these cases, the Regional Director or their appropriate staff should coordinate the review with NPF. Please carefully review and address language throughout each NPS and/or NPF funding program document—especially in sections outlining program goals or project scoring, evaluation, and selection criteria

All current RFPs should be paused until after this review is completed and any necessary revisions made. Upon completion of the review, the Associate/Assistant Director will then finalize and approve the funding program as appropriate.

As a reminder, all monetary donations received directly by the NPS must be deposited in a donation account, be accounted for, and be disbursed using the same standards and procedures used for appropriated funds.

cc:

Regional Partnership Coordinators

Regional Cooperating Association Coordinators