Heritage Support Grant - Project Grant Application

Sample

SUMMARY OF PROPOSAL

Organization Mission:

Text

Project Overview

Project Title:

Total Amount Requested: $

Project Start Date:

Project End Date:

Project Team

Project Manager Name/Title:

Project Manager Contact Information:

Name/Title of Grant Applicant (if different from Project Manager):

Other Project Team Members:

Project Narrative

Project Summary:

List project co-sponsors and partners outside your organization, if applicable:

How will you manage the funds if awarded?

Does the organization own the building(s) or site(s) for which you are requesting funding?   Yes/No

If no, please explain:

The following questions are for IHS data collection purposes so that we can better understand the fundraising capacity of the organizations we serve.

How many grants has your organization applied for in the last fiscal year? (excluding this Heritage Support Grant application):

How much money has your organization received as a result of grant funding in the last fiscal year? $

How much money has your organization raised from non-grant sources in the last fiscal year? $

Do you receive money from other fundraising sources? Mark all that apply.   Membership, Annual Giving, Special Events, Major Gifts,

Planned Giving, Local/State Government Support, Other

If Other, please specify.

The Full Proposal is due: 2.0 Project, Cycle A: April 1, 2020

FULL PROPOSAL
_____

Institutional Readiness:

I confirm that I have watched the Ethics Webinar, and affirm that the institution is following ethical standards.   Yes/No

Evidence of Need for this Project:

Project Logic:

Implementation:

Evaluation:

Sustainability:

Budget Justification:

How will you modify the project and/or implementation plan if partial funding is awarded? Will the project move forward if no funding is awarded? How?

A 15% cash match is required for grants of $5,000 and greater. Please list potential, requested, and/or committed funds.

Organizations receiving Heritage Support Grants of $5,000 or greater are required to have 100% board support. Board support can be financial contributions, volunteer time or a combination of the two.

Heritage Support Grant recipients will initially receive 90% of their grant funding. The remaining 10% will be disbursed upon approval of the final grant report.

ADDITIONAL DOCUMENTS

The following attachments are Required for all applications:
- Annual operating budget (current fiscal year)
- Project budget (using the provided Budget Template)
- Board list with affiliations
- Confirmation of 501(c)(3) status (tax exempt determination letter)
- Any project-specific documents requested by IHS

Additional supporting documents such as contractor estimates, before photos, resumes or job descriptions, historic structures reports, etc., are highly recommended.

Organizations may provide up to 2 letters of support.

Friends group applications are required to supply a letter from their parent organization confirming the following:

- The parent organization supports the project and application for grant funding.

- A representative of the friends group is on the grant project team.

- HSG funds will be held and disbursed by the friends group.