

FY 2024 MHAA Project Grant Intent to Apply Form

Intent to Apply

INSTRUCTIONS

- All questions with a red asterisk (*) require answers.
- To request accommodations for individuals with disabilities, please contact MHAA staff. We will do our best to provide alternative forms of application materials and resources.
- Please use plain text. Content will not retain formatting such as bold, italics, or bullets.
- When you have completed the form, click Review. You will be given a final opportunity to review your Intent to Apply. If you have included all the required answers and materials, you will be able to click Submit.
- You must submit your Intent to Apply form no later than **11:59 p.m. on January 31, 2023.**

HOW TO

- **Spell-check:** click the check mark to the right of the answer field.
- **Save a draft:** click Save and Finish Later at the top and bottom of each page. You may also click Next to continue the application, which will also save your work.

Completing an Intent to Apply form does not in any way commit your organization to completing a full application.

Once your Intent to Apply form is processed, you will receive an email with a link to complete a full application, should you decide to proceed.

Applicant Information

Federal Tax ID

(Also known as the Employer Identification Number or EIN). This is generally a 9-digit number, e.g. 52-1234567.

Applicant Organization

Street Address City Zip Code

State

- Select One -

Primary Project Contact Person

Prefix

First Name

- Select One -

Last Name

Title

Office Phone

Extension

E-mail

Street Address

City

Zip Code

State

- Select One -

Primary Contact's Role on the Project

Project Description

Heritage Area

Check all that apply. If you not sure which heritage area your project is in, watch [this short video](#) with instructions on how to check.

County where the project will take place:

Check all that apply.

Project Title**What type of project are you requesting funding for?**

The following types of activities are eligible to receive MHAA funding:

- **Capital** - Acquisition, Development, Rehabilitation, Restoration, Pre-Development (Construction and Pre-Construction), Trails
- **Non-Capital** - Planning, Research, Interpretation, Exhibits, Digital Resources, Signage, Archaeology, Educational Programs, Seminars, Conferences, Performances, Commemorations, Festivals

Project Description

Briefly describe your project, including what your end results and products will be.

Benefit to the Heritage Area

Briefly discuss how your project will benefit heritage tourism in your local heritage area.

Project Budget

When typing in dollar amounts, only enter numbers. Round the amounts to the nearest dollar.

MHAA grant funds requested

The minimum amount you can request is \$5,000. The maximum amount is \$50,000 for non-capital projects and \$100,000 for capital projects.

Total Matching Funds Expected

- Your organization must match MHAA funds dollar-for-dollar, with any combination of cash and in-kind contributions.
- This means that if you receive a \$5,000 grant, your organization must spend an additional \$5,000 on the project using non-state sources of funds. State and non-state employees' time spent on the project is eligible for inclusion in the match.

- The match may also be "in-kind," meaning it may consist of volunteer hours you plan to spend on the project (currently valued at \$32.82 per hour) and the documented value of donated services and materials.
- All match must be spent after the grant is awarded.
- If you plan to spend additional match, beyond the required dollar-for-dollar match, list the total amount of non-state funds you anticipate spending on the project here. Leveraging more than the required one-to-one match is not a requirement and will not mean that your project is more likely to be funded.