

Heart of the Civil War Heritage Area

Interested in applying for an
FY18 MHAA Project Grant?
Follow these steps:



Contact your Local Rep.

- Discuss eligibility and strategies for strengthening your application with your local MHAA Project Grant contact:
- Andrea Gerhard, Comprehensive Planner, Carroll County Bureau of Comprehensive Planning, 225 N. Center Street, Westminster, MD 21157 | 410.386.2145 | agerhard@ccg.carr.org
- Denis Superczynski, Principal Planner, Frederick Co. Community Dev. Division, 30 N. Market Street, Frederick, MD 21701 | 301.600.1142 | dsuperczynski@frederickcountymd.gov
- Rachel Nichols, Washington County Heritage Area Assistant, 16 Public Square, Hagerstown, MD 21740 | 240.308.1740 | rbknichols@gmail.com

Prepare your proposal

- Draft your application including a realistic project budget, timeline, and narrative using clear and concise language. Consider phasing a project if necessary
- Stay tuned to the MHAA website (mht.maryland.gov) to learn of in-person workshops as well as online webinars offered during the month of January
- Review sample applications and previously funded projects on the Heart of the Civil War website (www.heartofthecivilwar.org/stakeholders/project-grants)

Submit Intent to Apply (ITA)

- Log onto the online grants portal: mht.maryland.gov
- Create or update your account with all of necessary information
- Complete the brief form by the deadline: **January 27, 2017**

*Have online application questions?
Contact Auni Gelles, Assistant Director:
agelles@fredco-md.net or 301.600.4031*

Fine-tune and submit application

- Email a draft of your application to your local contact and HCWHA staff (info@heartofthecivilwar.org) by **February 10** to receive feedback (optional)
- Answer questions and revise your application as needed. Have someone unfamiliar with the project review your application as well
- Submit your application online by the local deadline of **March 2, 2017**

Stay tuned for results

- HCWHA Advisory Council members will review proposals in March. Be prepared to answer clarifying questions about your application if requested
- HCWHA will provide local rankings to MHAA by **April 8, 2017**
- The Technical Advisory Committee (TAC) of MHAA will review proposals in June. Be prepared to answer questions quickly
- TAC votes on grant awards and contacts recipients in mid-July. The grant period (when organizations can begin expending funds) starts this day