

# Heart of the Civil War Heritage Area

Interested in applying for an  
**FY19 MHAA Project Grant?**

## Contact your Local Rep.

- Discuss eligibility and strategies for strengthening your application with your local MHAA Project Grant contact:
- Lynda Eisenberg, Acting Director, Carroll County Department of Planning, 225 N. Center Street, Westminster, MD 21157 | 410.386.5145 | leisenberg@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](http://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](http://www.heartofthecivilwar.org/stakeholders/project-grants))

## Submit Intent to Apply (ITA)

- Log onto the online grants portal: [mht.maryland.gov](http://mht.maryland.gov)
- Create or update your account with all of necessary information
- Complete the brief form by the deadline: **January 26, 2018**

*Have online application questions?*

*Contact Emily Huebner, Assistant Director:*

*[emily@heartofthecivilwar.org](mailto:emily@heartofthecivilwar.org) 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](mailto:info@heartofthecivilwar.org)) by **February 9** 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 1, 2018**.

## 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 **early April, 2018**
- 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 **July 12, 2018**. The grant period (when organizations can begin expending funds) starts this day