**Heart of the Civil War Heritage Area**

**FY21 Mini-Grant Emergency Operating Application Narrative**

**Please note that only nonprofit organizations are eligible to apply for emergency operating support. Additionally, organizations may only apply for an emergency operating mini-grant OR a convention non-capital project mini-grant, they may not apply for both.**

**Organization Name**: Click here to enter text.

**Amount requested (maximum award of $3,000)**: Click here to enter text.

1. Briefly describe your organization, its heritage tourism role, and how it connects to the [Heart of the Civil War Heritage Area’s Management Plan](https://www.heartofthecivilwar.org/stakeholders/management-plan) and/or six [interpretative themes](file:///C%3A%5CUsers%5CEmily%20Huebner%5CDesktop%5CHCWHA%20Interpretive%20Themes.pdf).
2. What is the **urgency** of your operating fund request? If funding is not secured, what specific adverse effects will the organization experience? (Maximum 150 words)
3. Please provide basic budget information to show the expenses to which you expect to apply the emergency operating grant, and the cash and in-kind amounts you expect to provide as the required 1:1 match.

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| **LINE ITEM** | **MINI-GRANT FUND** | **CASH MATCH** | **IN-KIND MATCH** | **TOTAL** |
| *Example: Salaries, rent, insurance*  | *$2,000* | *$1,000* | *$1,000* | *$4,000* |
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1. What other emergency relief funding sources have you applied for? How much in operating support have you received? Were there opportunities you chose not to pursue? If so, why not? Refer to the list below for a selection of emergency funding opportunities. (Maximum 150 words)
2. Briefly describe the interruption to operations your organization has experienced or anticipates, including estimated amounts of lost revenue (lost admission/program income, canceled fundraisers and other events). (Maximum 150 words)
3. Has your organization experienced increased expenses due to the pandemic? Examples include teleworking equipment, cleaning costs, securing PPE. (Maximum 150 words)
4. How has your organization adapted to operating under coronavirus restrictions and guidelines? This can include online programs, increased social media outreach, opening with masked entry, outdoor tours, and other ways your organization is remaining active. (Maximum 150 words)

**The following list is for reference only to aid in responding to question 4. Answers are not limited to these grant programs.**

State/Federal Financial Relief Opportunities

* MD Small Business Administration (SBA) COVID-19 Emergency Relief Grant
* SBA Economic Injury Disaster & Emergency Loan Advance (EIDL)
* PPP (Payroll Protection Program)
* National Endowment for the Humanities CARES Act Grant
* MD State Arts Council Emergency Grant
* MHAA Project Grant conversion to emergency operating expenses
* MHAA Emergency Grant
* US Chamber of Commerce Grant Funds
* Maryland Nonprofit Recovery Initiative (NORI)
* Other (please describe):

Frederick County

* Frederick County COVID Collaborative Nonprofit Common Application (with the Community Foundation, Ausherman Family Foundation, Delaplaine Foundation, Serini Foundation, Kahlert Foundation, Women’s Giving Circle, and United Way)
* Frederick County SBA loans for businesses and nonprofits
* Frederick County Small Business “Jump Start” Grant
* City of Frederick COVID-19 Relief Grants
* Other (please describe):

Washington County:

* Rise Up Washington County Business Stabilization Grant
* Other (please describe):

Carroll County:

* Carroll Rebound Grant
* Other (please describe):