

# FY 2023 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 your application, 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 28, 2022.

### 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

#### Address

City      State  
            - Select One -

Zip Code

### Primary Project Contact Person

**Prefix**

- Select One -

**First Name**

**Last Name**

**Title**

**Office Phone**

**Extension**

**E-mail**

**Address**

**City**

**State**

- Select One -

**Zip Code**

**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:**

**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, Archeology, 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.
- This match may also be "in-kind," meaning it may consist of volunteer hours you plan to spend on the project (currently valued at \$31.29 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.