**FY2024 Heritage Fund**

**Application Question Preview**

The entire application process for the Heritage Fund is online. Heritage Fund program information and the application portal can be accesses at <https://www.preservationmaryland.org/programs/heritage-fund-grants/>. This document is a preview of all the questions and supplementary materials that you need to provide to successfully complete the Heritage Fund application.

In completing your application, please pay careful attention to word limits as the form will not permit additional words. Once submitted you will receive an email confirmation when your application has been processed. For further questions, contact Christiana Limniatis, Program & Outreach Manager at climniatis@PresMD.org or 410-685-2886 x302.

Applicant Information:

Did you contact Preservation Maryland about your project? *(Yes/No)*

Organization Name

Contact Person Name

Contact Person Address

Contact Person Email

Contact Person Phone Number

Organization Website or Social Media Page

Project Information:

Project Name

Property Name

Property Address

Property Owner Name

*If the applicant is not the property owner, please provide a letter of support from the property owner in the supplementary materials section on the final page of the grant.*

Property Owner Name

Property Owner Address

Property Owner Phone Number

Property Owner Email Address

Organizational Information:

When was your organization founded?

Is the organization exempt under Section 501(c)(3) of the Internal Revenue Code, a municipal corporation, or otherwise tax exempt? *(Yes/No)*

Describe your organization, including its experience in historic preservation. *(300 word limit)*

Historic Significance:

Please describe the historic significance of the historic or archaeological site, building, district, or object that will be affected by this project. *(300 word limit)*

What is the square footage of the property?

Is the property: *(check all that apply)*

* A National Historic Landmark
* Listed in the National Register of Historic Places, individually or as a contributing resource to an historic district
* Listed in the Maryland Inventory of Historic Places, individually or as a contributing resource to an historic district
* A designated local landmark, individually or as a contributing resources to an historic district
* Subject to an easement held by the Maryland Historical Trust

Project Description:

What activities would the grant support? *(300 word limit)*

How does the project fulfill the criteria outlined in the guidelines for this program? Please reference specific criteria. *(300 word limit)*

Who will perform the work described above, and what are their qualifications? *(300 word limit)*

What is the schedule for the project? *(300 word limit)*

What work products and/or reports will result from the project? *(300 word limit)*

What community impact will this project have, and how will the public access the project and/or product? *(300 word limit)*

Project Budget:

Amount of grant request?

Total budget of the project?

What sources will provide the balance of funds needed for the completion of the project? Please specify sources, amounts and whether the funds are currently in-hand or pledged. A 10% cash or in-kind match is required. Your grant request amount combined with your other funding sources should be equal to or greater than the total budget for the project. *(300 word limit)*

Required Supplementary Materials:

*The total size of all attachments may not exceed 20MB. Please resize your attachments to accommodate this limit. Please provide all documents as PDFs and images as JPGs.*

* IRS determination letter of tax-exempt status
* 2-3 representative photographs of the project (submitted images may be used by Preservation Maryland in online and printed promotion of the Heritage Fund)
* Organization’s most recent financial statement or audit
* One letter of support or endorsement from a local elected official (if submitting multiple letters of support, please combine into one document)
* Project budget, itemized to show all project expenses and currently in-hand or pledged funding
* Any relevant plans, estimates or proposals from contractors or consultants
* Letter of support from property owner, if the applicant is not the property owner