HOW TO APPLY

Micro Grant

The following directions are organized by application tabs in the order that they are displayed. For more information about the State Historical Fund (SHF) program and grant details, take a look at our <u>Guidebook</u>

ORGANIZATION & **CONTACT INFORMATION** • Please provide contact information for the applicant organization

- and an individual with signing authority for the organization.





Representative Districts for the property.

*In 2021, new Colorado state legislative districts were drawn. Your

- Enter the address and legal description of the property.

DIVERSITY, EQUITY & INCLUSION The State Historical Fund is committed to diversity, equity, and inclusion rooted in

History Colorado's Anti-racism Grounding Virtues. One of our goals is to seek racial equity within our funding by providing grants that clearly benefit Black, Indigenous, and

district may have changed; please verify.

Provide information regarding how this project will significantly benefit and involve the BIPOC community, along with two letters of support. <u>If your current project is not serving a BIPOC community, please leave this section blank</u> <u>and proceed to the Project Team section.</u>

• Will BIPOC communities be involved during the project? If so, how?

• Which communities will primarily benefit?

• Are there BIPOC partnerships?

How will BIPOC communities benefit from this project?

Did the BIPOC community take part in bringing the project together? If so, how?

- **PROJECT TEAM**
- 750 Words or Less

People of Color (BIPOC) communities.

List your project team members including any additional consultants and engineers and

Briefly describe similar projects or grants the applicant has completed or managed.

Each person's role and responsibilities for this project.

Their qualifications that are applicable to this project. Any experience with historic preservation, and/or grant finance and management, etc.

Please include resumes as a separate attachment.



boundary.

before reapplying.

• Cash Match:

the future.

• This is a fillable form







If your project does not include physical work (i.e. interpretive signage, workshop, etc.) select N/A. Indicate if the designation includes the building footprint only, the building and surrounding property, or if the building is contributing to a historic district. If you are unsure of the designation boundary, please contact State Historical Fund Staff at 303-

NOTE: The State Historical Fund cannot fund work outside of the designation

- Provide the resource's historic name (located on designation paperwork). List the Smithsonian site number for your resource. If unknown, contact the Office of Archaeology and Historic Preservation at 303-866-3392. If this does not apply to your
- Provide period(s) of significance as listed in the historic designation. If not included or this does not apply, enter N/A. Provide a description of the resource, why its important, and how its changed over time.

SCOPE OF WORK & BUDGET

Applicants may only apply for the same scope of work for 2 consecutive years before being required to take a break from applying. For example: If a micro grant is awarded to fund a local conference 2 consecutive years, then the applicant would need to wait

The Micro grant can fund any work that could also be funded by a competitive grant

but is not covered by another non-competitive grant type.

Do not include decimal points, commas, or dollar signs

Break out your specialist cost on the pre-labeled last budget line



- BIPOC Cash Match: • Nonprofit and government agency owners = 0%
- PROJECT DESCRIPTION

statement in the cash match waiver box.

There is a maximum grant request of \$15,000.

Nonprofit and government agency owners = 10%

• Is your community or organization facing challenges? • How will the public be made aware of the project and benefit from it? • How does the community support this project?

What will be accomplished, how and by whom?

Read each line and check each box to confirm that you understand the following

• I understand that if awarded, it can take up to 6 weeks to execute the grant

• I understand that the SHF agreement period is 24 months and this project will be

PROJECT TIMELINE

completed within that time period. • I understand that SHF has 30 calendar days to complete review of the deliverables (products) that will be required with this project and I have accounted for the 30 day

understand and agree to the conditions.

statements regarding the project timeline:

agreement with the State Historical Fund.

- **AGREEMENT**

• Be prepared--have the applicant organization's Federal Tax ID number ready. Please provide the requested information regarding your organization's diversity, equity, and inclusion work. • Check the box if this is your organization's first time applying for an SHF grant. Please reach out to our staff if you are unsure. Please provide contact information for the Grant Recipient Contact;

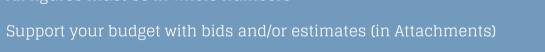
resource.

provide:

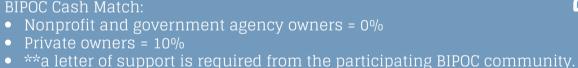






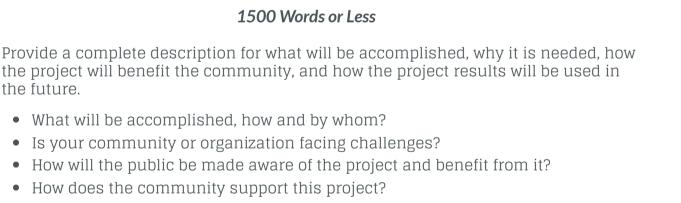


Press the calculator button at the bottom and all of the totals will be calculated.



• If your organization is unable to provide the required match, please provide a

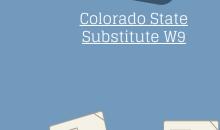
1500 Words or Less





Read the State Historical Fund grant list of conditions. Check the box if you

ATTACHMENTS





project participants







Signed signature page.

Applicant Organization, the

Owner (if different), and a

local official if private property.



Our Engagement Team is happy to help! Contact us at 303-866-2825 or hc_shf@state.co.us

866-2825. project, please enter N/A.

this will be the primary point of contact for the project.