

FY 2019

Preserving Missoula County's History Grant Application

Historical Museum at Fort Missoula, 3400 Captain Rawn Way

Missoula, MT, 59804; 258-3476; 543-6277 fax

fortmissoula@missoulacounty.us

Funds are available for one-time use for projects with demonstrable long-term impact for local history. Capital Improvement funds are available for projects such as: structural improvement, structure and site restoration, physical access (ADA), interpretive facilities and collections, and adaptation to meet health and safety requirements. Interpretation funds are available for demonstrated, long-term contributions to local history in the areas of site investigation and interpretation, long-term exhibits, and publications. The primary emphasis must be on the demonstrable long-term impact of the project on the preservation, interpretation, dissemination and/or enhancement of local history. These grants may not be used for routine maintenance, programs, publicity, general operations, personnel, or personal research.

Name of Project: _____

Name of applying organization: _____

Organization representative: _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Website: _____

Briefly describe the proposed project: _____

Has this organization previously received Missoula County funds? If so, how much, and when? _____

Provide the amount of money requested: _____

The grantee is expected to provide a 20% match (half cash/half in-kind).

From where are you seeking alternative sources of funding or in-kind support (secured or pending)? _____

Estimate the time needed to complete this project. _____

See required attachments on next page.

Application Deadline: June 15, 2018

Earlier submission is recommended.

REQUIRED ATTACHMENTS:

Prepare a request for funds addressing the following:

1. A brief cover letter outlining the link between your proposal and the funder's interests.
2. Description of organization – including organizational history, mission, goals, current programs, names of officers and staff, number of members, length of existence, previous community service, previous grants and public funding (with dates and amounts), long range plans, and annual budget.
3. Proposed project – description of project, previous grants and public funding (with dates and amounts), why it is needed, and who it will serve.
4. Present condition of project – including approximate size, description of present facilities, adjacent property owners and usage, and accessibility to general public; photographs are suggested. If this is a construction proposal, a map, site plan, and project sketch are required.
5. Itemized budget – including a 20% match (may be up to half in-kind).
6. Implementation and evaluation schedule.
7. Maintenance plan – including frequency and type of maintenance of the project, hours of operation, number of employees or volunteers, annual maintenance budget and funding source.
8. Proof of organization's non-profit status.

Send applications to: Matt Lautzenheiser, Executive Director, Historical Museum at Fort Missoula, 3400 Captain Rawn Way, Missoula, MT 59804. If you have any questions call Matt at 258-3471.

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