



## Preservation Grants for Veterans Collections, Monuments and Memorials

### SECTION I. Project Information

A. Project Name/Title: \_\_\_\_\_

B. Project Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_

### Applicant Information

C. Name of Applicant (Non-profit organization or municipality):

\_\_\_\_\_

Applicant Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website (if available): \_\_\_\_\_

D. Project Contact(s): Indicate contacts authorized to oversee procurement, enter into contracts, and administer and disburse funds for the proposed work (*additional contacts can be listed in a separate attachment*)

1. Name: \_\_\_\_\_

Title/Role: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title/Role: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **SECTION II. Project Proposal**

A. In a separate attachment please include a detailed description of the object, site, or documents to be preserved through this grant request and a timeline of the proposed work to be completed. Include relevant information such as location description, ownership, condition, work to be performed, and historical and educational significance to the public. Attach any professional assessment or survey of the object which may have been conducted. Describe the proposed work to be done under this grant proposal and the expertise of persons who would be completing the proposed project. Indicate if this is a planning project or a preservation/conservation project.

B. Total cost of project: \_\_\_\_\_

Grant amount requested: \_\_\_\_\_

Total cash contributions secured to date: \_\_\_\_\_

Total in kind contributions secured to date: \_\_\_\_\_

*(Attach any letters of commitment for matching funds and in kind services. You may attach in a separate document any additional description of the proposed project budget and sources of match funds. In kind contributions can be met with volunteer time at a rate of \$29.00 per hour.)*

## **SECTION III. Attachments**

- A. Letter of intent documenting and indicating all necessary approvals and permissions to complete the proposed project have been obtained
- B. Assessors map or legally recorded plot plans or surveys and/or photographs
- C. Letters of support
- D. Letters of commitment for matching funds and in kind services
- E. For non-profits, documentation of 501(c)(3) status
- F. Completed Project Notification Form (PNF required by Mass. Historical Commission; document conservation and preservation projects excluded.
- G. Any other supporting materials (optional)

## **SECTION IV. Final Report**

Successful applicants are required to submit, within 60 days after completion of the proposed project, a brief description of completed work, a final budget including sources of funds, and other documentation such as photographs of the completed project.