



## MotorCities National Heritage Area Challenge Grant Application

The MotorCities National Heritage Area Challenge Grant Program is designed to support organizations located within the MotorCities National Heritage Area as defined by the Secretary of the Interior ([H.R. 3910 Nov 6, 1998 Public law 105-355, 105<sup>th</sup> Congress](#)). The program provides limited funding to member organizations for initiatives that support or further the MotorCities National Heritage Area mission to develop and deploy educational programs; and encourage revitalization through conservation; and increase tourism.

Grant applicants must be current member of MotorCities National Heritage Area and maintain that membership throughout the entirety of their proposed project.

Successful applicants may have up to 20% of their total eligible project costs reimbursed by MotorCities as part of the grant. Grants are not awarded to individuals, foundations or capital campaigns.

Projects must be largely automobile and/or labor heritage related and must deal with: Revitalization of our historic automotive and labor structures through preservation, Interpretation efforts which attempt to tell the story to a broad audience, Education activities which engage a specific audience and creates increased appreciation of our heritage and Tourism projects which promote the region and its heritage activities.

For more information, contact the MotorCities Challenge Grant Program Coordinator:  
**Brian Yopp at 313-259-3425 x 307 or [byopp@motorcities.org](mailto:byopp@motorcities.org).**

**Applications are due February 28, 2014.**

### I. MotorCities National Heritage Area Challenge Grant Program Application

Project Name: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Project End Date: \_\_\_\_\_

Does the project involve a National Historical Landmark? \_\_\_ YES \_\_\_ NO

Partner Organization Name: \_\_\_\_\_

Federal Tax ID \_\_\_\_\_

Stewardship Area \_\_\_\_\_

Member of MotorCities? \_\_\_ YES \_\_\_ NO

Area of MotorCities mission addressed by grant: Education, Preservation, Interpretation, Tourism

Name / Title of Authorized Partner Organization Official \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Signature of Authorized Official: \_\_\_\_\_ Date: \_\_\_\_\_

Project Contact: \_\_\_\_\_

Official Responsible for Fiscal Matters: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail \_\_\_\_\_

## II. Project Cost Summary

Total Project Costs: \$ \_\_\_\_\_

Total Eligible Project Costs: \$ \_\_\_\_\_

Other Non-Eligible Costs : \$ \_\_\_\_\_

MotorCities Share Requested: (no more than 20%) \$ \_\_\_\_\_

Applicant Share: \$ \_\_\_\_\_

The average grant award is \$5,500 per project, per year. The largest award has been \$25,000.00 per project, per year.

## III. Include details of your project as described below

- 1) Summary Paragraph: In 400 words or less concisely describe the planned objectives of this project and how they related to MotorCities mission. Utilize all instances of community partnerships
- 2) Project Description: (no more than two pages) (a) Outline concisely the objectives and tasks needed to complete the project. (b) For each **major** activity and task, give a general time line for completion. (c) Identify MotorCities involvement.
- 3) Performance Measures: List the tangible, measurable outputs (product, immediate result, etc.) and outcomes (long term effects on your organization and audience) anticipated with completion of the project. Detail how you will gather, assess and report these results as part of your project. Certain data will be required at closeout, please review [Grant Closeout Report](#)
- 4) Applicant Assurance: Specify how MotorCities National Heritage Area will be recognized and identified in published materials or presentations developed under the funding. Include planned placement of logo and/or organizational recognition.
- 5) Budget Summary: (one page) Provide a budget summary which matches your project description. If the project will be developed through phases, only list projected costs for the tasks involved in this grant application. The grant cycle is considered to end 9/30 of a given year which coincides with the federal fiscal year.
- 6) Provide proof of non-profit status & List of current Board of Directors
- 7) Letters of Support & other materials (Optional)

## IV. Refer to [Financial Provisions](#) for financial reporting and [reimbursement requests](#)

## V. Close Out Summary & Performance Report

Submit after completion of project along with final reimbursement request. Close out of the project will require a summary of eligible costs using the Reimbursement Request form. Copies of project invoices and receipts need to be attached. In kind services need to be substantiated with whatever means are most appropriate for the use by your entity (i.e.: sign in/time sheets, payroll etc). Submitted costs must have acceptable documentation and invoices with the close out report.

**Note of Understanding:** Indirect cost percentage amounts may be limited in order to maximize grant funds for costs necessary to carry out the project. Participating costs eligible for application towards the 20% Challenge Grant Program must have acceptable documentation and invoices with the close out report. Reimbursements involve financial processing through both MotorCities National Heritage Area and the National Parks Service and can take from two to six months for remittance. This is an application process and in no way guarantees acceptance of a project and or elements of a project for reimbursement. All projects and submissions are subject to approval by MotorCities National Heritage Area and the National Park Service using standards and criteria for both organizations to determine if a project is eligible for reimbursement. The MotorCities Challenge Grant Program reviews and approves projects throughout the year until the limited funding is exhausted and at that time the program closes until funds are allocated for the following year.

I understand the above: \_\_\_\_\_SUBMIT\_\_\_\_\_