Application for

MDNHA Grants Program

Instructions for Submitting Applications

Applications for MDNHA Grants will be accepted beginning **Monday, November 12, 2018**.

Deadline. To be considered in the FY2019 funding cycle, applications must be postmarked or submitted electronically on or before **Wednesday, January 30, 2019**, or, if hand-delivered, received at the MDNHA offices by **4:00 P.M. on Wednesday, January 30, 2019**.

Applications may be hand-delivered or submitted by mail or other delivery service to: Delta Center for Culture and Learning, 130 Ewing Hall, 1003 West Sunflower Road, DSU Box 3152, Cleveland, MS 38733.

Applications may be submitted by e-mail to grants@msdeltaheritage.com, with the "MDNHA Grants Program Application – Name of Organization" in the subject line.

For proposals submitted by hand, mail or other delivery service, an original and one (1) copy of the application should be submitted, with any packing envelope or box being clearly marked "MDNHA Grants Program Application."

Forms provided with the application packet should be used.

Narrative sections should be on standard letter-size paper, with one-inch margins and standard 12-point fonts. A

ll application materials and supporting documentation should be printed only on one side of the paper.

The name of the applicant and title of the project should appear on each page of the narrative, and pages of the narrative should be numbered.

All proposal materials should be place in the proper sequence and each copy of the proposal secured by a binder clip.

Proposal materials should not be stapled, placed in a binder or any type of presentation folder, or bound in any manner that prohibits or restricts the ability to make copies.

For proposals submitted electronically, the cover sheet, proposal narrative, budget forms and budget narrative must be scanned into a single document in pdf format with the file name including "MDNHA Proposal" and the name of the organization.

Any required attachments may be scanned as one or more additional pdf documents but must be clearly named in a manner to ensure all proposal documents can be identified and printed.

If an organization submits more than one application, each should be submitted in separate e-mails, with the subject line reading "MDNHA Proposal #___".

DO NOT include materials on flash drives, video materials or any materials not specifically requested or required to process your application. Any such materials will not be considered or returned.

Your application should contain:

Cover Sheet (1 page)
Narrative Statement (10 page maximum)
Budget Forms (2 pages)
Budget Narrative
Attachments