



Arkansas Civil War Sesquicentennial Grant Budget Sheet

The following information **MUST** be submitted for the Civil War Sesquicentennial Grant application packet to be reviewed. **IF ALL OF THE INFORMATION IS NOT SUBMITTED THE APPLICATION WILL BE RETURNED TO SENDER FOR COMPLETION.** The completed application may be resubmitted. The original application **plus three** additional copies must be delivered to the AHPP office by 4:30 p.m. on the third Friday in February, May, August or November. **No faxed, e-mailed, or incomplete applications will be accepted.**

Application Packet Format

The application packet for a Civil War Sesquicentennial Grant should be organized using the following format, with sections numbered accordingly:

1. **Application:** Two-page document available from AHPP, containing basic information on applicant and proposed project. Includes space for a brief (2-3 sentence) summary of the project.
2. **Detailed Project Description:** Narrative explaining how the project is to be accomplished, what materials will be used, and timeline for the project. Narrative should include specific explanation of what project components will be funded by the grant, and what applicant's match will fund.
3. **Detailed Project Budget:** A line-item project budget, including material and research costs, labor, and consultant fees. Budget should also specify which items are to be grant-funded. *You may use the template on the follow page to complete your budget.*
4. **Letters of Commitment and Support (optional):** Letters from project stakeholders (clients, local government officials, donors) demonstrating community and/or financial support for the project.

Mail or deliver completed applications to: Arkansas Civil War Sesquicentennial Grants Program, AHPP, 323 Center Street, 1500 Tower Building., Little Rock, AR 72201.

If applicant is subject to income tax, these grants are considered taxable income and must be reported to the IRS.

Arkansas Civil War Sesquicentennial grants will be awarded four times per year. A Grants Selection Committee will select grant recipients and funding levels.

