



Arizona Historical Society
Small Grant Application

FY 2019-20

(Please type)

1. Name of organization \_\_\_\_\_

2. Mailing address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Physical address of museum \_\_\_\_\_

3. Project contact person \_\_\_\_\_

4. Telephone \_\_\_\_\_ Email \_\_\_\_\_

5. County \_\_\_\_\_

6. Project title \_\_\_\_\_

Category: [ ] Exhibition [ ] Collections Management [ ] Programs [ ] Website Development

7. Grant Amount Requested \_\_\_\_\_

9. AZ Tax Identification Number \_\_\_\_\_

8. IRS status code 501(c)(3) [ ] Yes [ ] No

9. Mission Statement - ATTACH COPY OF MISSION STATEMENT

Adoption Date \_\_\_\_\_

Revision Date \_\_\_\_\_

10. Application authorized by President's name (type or print) \_\_\_\_\_

President's signature \_\_\_\_\_ Date \_\_\_\_\_

Submit by June 30, 2019, to:
Arizona Historical Society
Attn: Todd Bailey
1300 N. College Ave., Tempe, AZ 85281
Email: ahsadmin@azhs.gov Phone: 480-387-5365

**Arizona Historical Society Small Grant  
Application – Award Year 2019  
Project Narrative**

**Name of organization** \_\_\_\_\_

**Project title** \_\_\_\_\_

1. Description of project for which these contract funds will be used. What are the goals of the project? What product and/or improvement is to be accomplished, and how?

2. Relevance: Why is the project important? Is there an impact on the community? Please explain.

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3. Work plan: Detail the work to be done, and how volunteers and/or staff will proceed. Include schedule or timeline, with volunteer hours and paid hours on the project. Will the entire project be completed between August 1, 2019 and June 30, 2020? If it is a phase of a continuing project, explain and give the expected completion date for the entire project.

4. Accountability: What measurements, other than dollars, will be used to measure the success of the project?

**Arizona Historical Society Small Grant  
Application – Award Year 2019**

**Budget Request Detail**

(Please type. Attach additional sheets as needed)

Name of Organization \_\_\_\_\_

Project Title \_\_\_\_\_

Project period from \_\_\_\_\_ to \_\_\_\_\_

**\*\*[Refer to the AHS Grant Criteria & Guidelines](#)\*\***

**A. Materials, supplies, equipment to be purchased or rented:**

Item	Quantity (A)	Cost per Unit (B)	Extended Cost (A x B)	AHS Grant Portion	Non AHS Funds
<b>TOTAL</b>					

**B. Personnel**

Total volunteer hours: \_\_\_\_\_

Paid staff, intern, student stipend, or organization member time:

Name, Title/Role	Hours	Hourly Rate	Total \$
<b>TOTAL</b>			

**Arizona Historical Society Small Grant  
Application – Award Year 2019**

**C. Professional Services:** (example: outside consultant or contractor):

Company Name, Address, Phone	Type of Service	Amount

**BUDGET SUMMARY**

<b>A. Total Materials Expense</b>	<b>\$</b>
<b>B. Total Value Staff/Volunteer/Intern</b>	<b>\$</b>
<b>C. Total Professional Services Expense</b>	<b>\$</b>
<b>TOTAL PROJECT COST (A + B + C)</b>	<b>\$</b>
<b>Total non-AHS funds, if any:</b>	<b>\$</b>
<b>Total GRANT requested from AHS:</b>	<b>\$</b>