**Macomb County Heritage Alliance**

**2022 Heritage Grant Guidelines**

The Macomb County Heritage Alliance is a coalition of individuals and organizations committed to preserving the history of communities within Macomb County, Michigan by providing a forum for the collaboration, communication and education of its members and the public. Its purpose is to educate and promote the importance of historical preservation and conservation of the history of Macomb County, Michigan.

**Grantmaking Focus**

Grants are made to member organizations in support of a specific project or program that furthers the cause of history and historic preservation in Macomb County. Grants are awarded as funding allows and are generally up to $500 with one grant given annually.

**Eligibility**

All member organizations of the Macomb County Heritage Alliance who are in good standing are eligible to apply for a grant of up to $500. Grants are awarded for projects and programs only. No grants are given for operating support. These are one time grants, and preference is given to first time grantees. Grants are awarded by a selection committee chosen by the board of directors. Applications for consideration must meet the following requirements:

1. The organization must be tax exempt under 501c3 of the Internal Revenue Code or a comparable non-profit charitable organization.
2. Grants for fundraising, social events, conference or travel will not be considered.
3. Grants will not be awarded to any organization which, in policy or practice, unfairly discriminates against age, race, color, creed or sex.
4. Grants are not awarded for individuals.

**Application Process**

The organization should submit a brief letter, no longer than three pages not to exceed 2000 words, signed by an officer, and that contains the following information:

1. A concise summary of the organization’s history, mission and goals
2. A description of the currently programs, projects, activities and accomplishments of the organization
3. An outline of the proposed project or program that includes:
   1. A statement that best describes the proposed project and its goals and objectives
   2. A description of the plan for accomplishing the goals and objectives of the proposed project, including a detailed income and expense budget for the project and a timetable for implementation of the plan
   3. The amount requested and the time period in which the funds would be used
   4. Information about other potentials and actual sources of financial support for the proposed project

**Accompanying Documents**

The following documents must accompany the organization’s application:

1. MCHA Heritage Grant Application (Your responses to #1-4 above.)

2. A copy of the current Internal Revenue Service Determination Letter confirming that the organization has been granted Section 501c3 tax-exempt status or a similar non-profit tax status

3. A list of the board of directors and officers of the organization

4. Other support materials that may be relevant

**Grant Application Deadline and Review Procedure**

Applications must be submitted to the Macomb County Heritage Alliance by **March 1, 2022** for consideration. The Heritage Grant Award selection committee will review applications once a year. The announcement of the award will take place at the annual meeting in April.

Grant applications should be submitted to:

Macomb County Heritage Alliance

Heritage Grant Selection Committee

PO Box 380103

Clinton Township, MI 48038

OR emailed to:

MCHA, Heritage Grant Selection Committee

macombcountyheritage@gmail.com