



## MISSISSIPPI HILLS HERITAGE AREA ALLIANCE COMMUNITY GRANTS PROGRAM



### FREQUENTLY ASKED QUESTIONS

#### **I am not sure if my project qualifies for a grant. Where do I find out?**

In the Grant Guidelines, read “who may apply” and also “eligible projects”, and if you are still uncertain send a brief project narrative to [grantinfo@mshills.org](mailto:grantinfo@mshills.org) and we'll get back to you.

#### **What do I need to do to apply?**

First, read all the information posted on the grants webpage, especially the guidelines and the actual application. Make sure you understand both the grant program's purpose and the 50/50 matching requirement as described in the “matching funds” portion of the guidelines.

Second, familiarize yourself with the application and how it works. From there you can complete the application and submit it via email to [grantinfo@mshills.org](mailto:grantinfo@mshills.org), or you can print out the application, complete it, attach any support documents and either mail or expedite ship it to us at:

**Mississippi Hills Heritage Area Alliance  
Grants Administrator  
398 East Main Street, Suite 114  
Tupelo, MS 38804  
Phone: (662) 269-2580**

#### **When is the grant deadline?**

You can submit your grant application anytime between Jan. 2 and Jan. 31, 2019, 4 pm CST.

#### **Will the Mississippi Hills offer any help with the application process?**

Yes, staff is available to consult with prospective applicants, who are strongly encouraged to speak with a staff member by phone about their project and/or set up a time to meet with staff to go over their idea.

#### **What is an Education Grant?**

Educational grants provide funding to help educate school age children about the cultural and heritage assets within the Mississippi Hills National Heritage Area. The application process is easy and designed to help defray costs associated with school field trips ...expenses such as bus rental, learning materials, bus driver compensation, fuel, etc. A point to remember is the limit of any one grant is \$1,000 and must be matched on a 50/50 basis. In-kind matching is permitted so things like chaperones and educational handouts may be counted as a part of your 50% match.

**Is there a time limit on using a grant award?**

Yes, in most cases Flash, Small and Large grants have a 12-month limit for fund utilization unless the grant application specifies a need for a longer term and that term is approved by the Grants Committee and the MHHAA Board of Directors. Education grants have a 9-month limit on fund utilization and carry no submission deadline. There is a 6-week turnaround time for approval on Education Grants.

**Why is it that MHHAA dues paying members are the only ones who can apply for Large Grants?**

MHHAA dues paying members help fund the overall MHNHA program and their financial support help match both state and federal appropriations each year. Without such financial help, fully matching these appropriations would be virtually impossible. Each of the 30 counties comprising the Mississippi Hills NHA is eligible for a dues paying membership. Dues paying members gain a position and a vote on the MHHAA Board of Directors, which guides the organization. Please see “conflict of interest” in the Grant Guidelines for further details. If you have a membership question or want to get more involved in the program contact us at [grantinfo@mshills.org](mailto:grantinfo@mshills.org)

**Can I apply for more than one grant?**

Yes, but remember that grant applications will be ranked and prioritized by the Grants Committee on an individual basis. So you might have one that is ranked high and receive an award while others might be ranked low and receive no award.

**How will I be notified when a decision on my application is reached?**

All communication concerning your application will be through email at [grantinfo@mshills.org](mailto:grantinfo@mshills.org). Once submitted, an application might be returned to you as ineligible or you might be notified that it was incomplete and needs further work. Once accepted, it will be reviewed by the Grants Committee and you might be contacted by them to clarify something contained in the application. After review, a quality assessment is made; a points system provides a specific value with the Grants Committee then they will finalize an overall priority.