



Partnership Project Funding Guidelines

"Telling the Whole Story of America's Greatest Challenge, 1860-1875"
November 2012

To be considered for partnership project funding from the Tennessee Civil War National Heritage Area, please read and follow these guidelines carefully. Applicants are strongly encouraged to discuss their project with Heritage Area staff prior to completing and submitting an application. Staff will also review and comment on draft applications if received at least one month prior to the proposal deadline.

Application Deadlines: January 31 and August 31

I. Who can apply

Nonprofit organizations chartered in Tennessee (including history/heritage, community, and neighborhood groups), educational institutions, and local and state government agencies are eligible to apply for funding for partnership projects. Individual citizens/students that are not part of an organization such as those listed above are not eligible to apply.

II. Eligible projects

Eligible projects must be primarily focused on the Civil War and Reconstruction era, and the project topic should fall within the time frame 1860-1875.

Eligible projects include:

- Archeological surveys
- Educational materials (teachers guides, workbooks, traveling trunks, student events, and others as determined by Heritage Area)
- Exhibits and displays (temporary, traveling, or permanent)
- Exhibit research and planning (temporary, traveling, or permanent)
- Feasibility studies
- Heritage tourism materials (walking tours, driving tours, rack cards, site brochures)
- Informational/Interpretive materials including:
 - Booklets/pamphlets
 - Kiosks
 - Markers
 - Signage
- Oral history projects
- Publications
- Research projects
- Resource identification and documentation of properties and sites including:
 - Battlefields and military sites
 - Cemeteries
 - Century Farms or other agricultural-related properties
 - Churches
 - Commercial properties
 - Domestic and home front sites
 - Industrial sites
 - Landscapes
 - Schools
 - Transportation (railroads, bridges, turnpikes)
- Public seminars/programs/lecture series
- Special Events –plays, heritage festivals
- Videos and related media
- Web site development
- Other projects approved by the Heritage Area Board of Advisors

III. Ineligible projects

Capital or endowment campaigns
Cemetery cleaning and rehabilitation
Entertainment, prize money, trophies
Infrastructure
Purchase of property
Re-enactments
Restoration and renovation

IV. Available funding

The minimum funding that can be requested from the Heritage Area is \$1,000.

These federal funds must be matched dollar for dollar by non-federal monies. For example, if an organization requests \$1,000 from the Heritage Area, the organization must prove that it can match the \$1,000 without the use of funds that have been generated from a federal source. Documentation of the applicant's ability to provide a dollar-for-dollar match and/or in-kind match must be clearly specified in the application narrative and budget.

Approved in-kind costs may be used for part of the match. Examples of in-kind matches include staff time working on the project, materials/supplies, travel, and equipment.

The total amount of funds to be awarded each year by the Heritage Area depends on the federal appropriation received annually by the Heritage Area. Awards made by the Heritage Area Board of Advisors are contingent upon the federal appropriation and contracts may not be issued for several months from the application date.

This funding is provided to organizations on a reimbursement basis. Those organizations awarded funding will be required to submit documentation of paid expenses before reimbursements can be made.

V. Submission Deadlines

Partnership project proposals are reviewed by the Heritage Area Board of Advisors twice each year. Proposals must be postmarked by *January 31* for consideration in the spring or by *August 31* for consideration in the fall. Applications may be submitted at any time prior to these deadlines.

VI. Review and Award

Requests for funding will be reviewed by the Heritage Area Board of Advisors every spring and fall. All applicants will be notified in writing of the decision of the Board. The Heritage Area will also be responsible for issuing press releases regarding the awarding of grants and the completion of project products and programs to statewide and local media.

If you have additional questions, please contact the Heritage Area at 615-898-2947. For additional copies of the project funding application, go to www.tncivilwar.org.

A partnership unit of the National Park Service, the Tennessee Civil War National Heritage Area is managed by the Center for Historic Preservation at Middle Tennessee State University.

