Eligibility Questions

501(c)(3) nonprofits that are Latinx led and/or serving are eligible to apply to the Latinos in Heritage Conservation Grant Program.

1. Are you a registered, 501(c)(3) nonprofit?
   a. Yes or no
2. What is the racial/ethnic makeup of your board and staff?
   a. predominantly Latinx/Hispanic
   b. minority Latinx/Hispanic
   c. My organization has no Latinx/Hispanic board and staff members
3. What is the racial/ethnic makeup of the community you serve?
   a. predominantly Latinx/Hispanic
   b. minority Latinx/Hispanic
   c. My organization does not serve the Latinx/Hispanic community

These funds are intended for grassroots organizations and community-driven initiatives that lack sustained financial support. We prioritize applicants with annual operating budgets that are UNDER $500,000. Your answer to this question does NOT influence your eligibility but it is important to consider before beginning an application.

4. Your organization's yearly operating budget is:
   a. less than $500,000
   b. more than $500,000

Application Questions

Grant Contact Information

1. Grant Contact Name
2. Relationship to Organization
3. Email
4. Pronouns

5. Phone number

Organization Information

6. Organization's Name

7. Is this a fiscally sponsored project?

    7.a. Name of Fiscal Sponsor

8. EIN number

9. Organization's Phone Number

10. Organization's Address

11. Address of historic site (If applying to Capital Projects category)

12. Please provide the identifying label that best describes your organization and who you serve

    a. Example: Latino, Latinx, Hispanic, Chicano, etc. Your choice will not affect your scoring.

13. What is the racial/ethnic makeup of your board and staff?

    a. Please be specific. Answer can be provided in descriptive bullet points or in narrative/paragraph form. Do not exceed one paragraph for this question.

14. What is the racial/ethnic makeup of the community you serve?

    a. Please be specific and explain where you got this data. Answer can be provided in descriptive bullet points or in narrative/paragraph form. Do not exceed one paragraph for this question.

15. Has your organization ever received a grant for this or any other project?

    a. Yes or no

16. Provide a brief history of the organization **(Limit 1500 words).**

    a. Answer can be provided in descriptive bullet points or in narrative/paragraph form. Be sure to answer all prompts listed below.

        i. Origin story

        ii. Mission statement

        iii. Key areas of focus in your community

        iv. Significant achievements

        v. Leadership and structure

        vi. Relationship to fiscal sponsor, if relevant

17. How many paid staff members does your organization employ?

18. How many unpaid volunteers or interns are at your organization?

19. Please describe volunteer involvement in your organization **(Limit 500 words).**

    a. Answer can be provided in descriptive bullet points or in narrative/paragraph form. Do not exceed two paragraphs for this question.

Project Proposal

20. Name of Project

21. Brief Project Summary **(3-5 sentences, 150 words)**

    a. Summarize your project and how LHC grant funds will be used for the project budget. Three to five sentences or bullet points.

22. Funding Amount Requested

    a. The amount requested must fall within your category's appropriate range.

        i. Capital Projects ($50,000 - $100,000)

        ii. Consultants Services and Training ($15,000 - $25,000)

        iii. Project Planning ($20,000 - $30,000)

        iv. Programming and Interpretation ($5,000 - $20,000)

23. Project Category, choose one:

    a. Capital Projects

    b. Consultant Services and Training

    c. Project Planning

    d. Programming and Interpretation

24. Detailed project description **(Limit 1500 words).**

    a. Answer can be provided in descriptive bullet points or in narrative/paragraph form. Be sure to answer all prompts and questions listed below.

        i. Project's purpose

        ii. Summarized schedule (Question 27 asks for a more detailed timeline)

        iii. Anticipated outcomes

        iv. Why is this site or project important to Latinx history or community?

        v. How will this funding support your organization's short-term and longterm goals (2-10 years), and what will the tangible products and outcomes be?

        vi. If public participation is a goal, please describe the target audience and estimate attendance.

      vii.   How does this project represent creativity or innovation for your organization?

25. What is the estimated percentage of Latinx individuals that will benefit from this project?

26. Describe why grant funding is critical for this project **(Limit 400 words)**.

    a.   Answer can be provided in descriptive bullet points or in narrative/paragraph form. Do not exceed two paragraphs for this question.

27. How does this project relate to LHC's mission to build a movement that affirms Latinx heritage through education, conservation, and leadership development **(Limit 400 words)**.

    a.   Answer can be provided in descriptive bullet points or in narrative/paragraph form. Do not exceed two paragraphs for this question.

28. What is the project timeline and anticipated completion date? **(Limit 1000 words)**.

    a.   Answer should be provided in descriptive bullet points.

    b.   If you are applying under Consultant Services & Training, Project Planning, or Programming and Interpretation, your project's timeline must fall in during the grant period, which is May 2025 to May 2026.

    c.   If you are applying under Capital Projects and chose a two-year grant period, the timeline must take place between May 2025 to May 2027.

29. Please describe your Project Team. Does the project team have the appropriate expertise, experience, and skills for this project? **(Limit 1000 words)**.

    a.   This question is asked to help determine the feasibility of the project. Applicants are strongly encouraged to include team members and consultants from underrepresented communities. Your team can include staff, volunteers, and potential hired consultants. Answer in descriptive bullet points and be sure to include:

        i.   Names

        ii.   Concise biographical information

        iii.   Responsibilities for each member of the project team

30. If consultants or contractors will be participating in the project, list and explain their role or function.

    a.   Answer should be provided in descriptive bullet points.

Capital Projects

24.a. If the proposed project will preserve, restore, or rehabilitate a structure, how does your organization plan to comply with the Secretary of Interior's Standards for the Treatment of Historic Properties? Download the standards here. Answer can be provided in descriptive bullet points or in narrative/paragraph form. **(Limit 1000 words)**.

27.a. Length of Grant Period

Supporting Documents

Do not upload answers to application questions here. You must answer those questions in the space provided.

Supporting documents should demonstrate the feasibility and appropriateness of the project. Please attach files that fit all requirements listed below. You can include additional documentation, such as the options provided, if you feel that they speak to the attainability of your goals. Additional documentation may be requested by staff.

Please note: all uploaded files should be saved with a file name that clearly identifies the document, e.g., Jane Smith Resume; ABC Org Consulting Proposal; View of property from Route 123.

Required for all categories:

- Project Budget
- Articles of incorporation for non-profit
- Proposals from relevant contractors/consultants (if contractors/consultants are part of the project)
- Photographs that showcase the area in which your project will happen. Can be photographs of historic structures, community events, past exhibits, etc. (No more than five)

Optional:

- Strategic Plan
- Architectural designs
- Architectural vision boards
- PowerPoint Presentations