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**ANCRC FY 2025**

**Grant Application Instructions**

**I. Applicant Deadlines and Funding Decisions**

New Online Applicants

Previous ANCRC grantees and applicants who have not applied for an ANCRC grant online should send the contact information of the Grant Coordinator who will be completing the online application/who will be the point of contact throughout the application process. Information should be sent to Debra Fithen at [Debra.Fithen@arkansas.gov](mailto:Debra.Fithen@arkansas.gov) between the second Monday in December and the 1st Monday in February with NEW ANCRC/organization name in the subject line to receive your organization’s logon information and additional instructions.

New ANCRC Projects

**For new projects**, a brief summary (one paragraph) of the project is requested. With the summary, send the contact information of the Grant Coordinator who will be completing the online application/who will be the point of contact throughout the application process. Information should be sent to Debra Fithen at [Debra.Fithen@arkansas.gov](mailto:Debra.Fithen@arkansas.gov) between the second Monday in December and the 1st Monday in February with NEW ANCRC/organization name in the subject line. If contact is not already in the online system, logon information and additional instructions will be provided.

The goal of the request is to assist applicants prior to the application deadline.

Historic Property Rehabilitation and Restoration Grants

Discussing preliminary construction plans with ANCRC and Arkansas Historic Preservation Program (AHPP) Technical Assistance Coordinator prior to application submission is recommended. Email [Debra.Fithen@arkansas.gov](mailto:Debra.Fithen@arkansas.gov) and [Mollie.Waldon@arkansas.gov](mailto:Mollie.Waldon@arkansas.gov) before the first Monday in February.

Next Phase Applicants

If contact information has changed, email [Debra.Fithen@arkansas.gov](mailto:Debra.Fithen@arkansas.gov) before proceeding.

If Grant Coordinator/Contact information is the same as organization’s **Previous** application, access to the **FY 2025** application will be open on the 1st Monday in December at:

<https://www.grantinterface.com/Home/Logon?urlkey=arkansasheritage>.

ACCESS CODE: **ANCRC**

All Applicants

To be considered at the ANCRC Funding Meeting, applicants must complete the **online application by 4 p.m. on the 1st Monday in March. Applications submitted after the deadline will not be considered.**

Please review the Guide to Grants and the information provided at ancrc.org carefully. Email Debra Fithen, Grants Manager, at [Debra.Fithen@arkansas.gov](mailto:Debra.Fithen@arkansas.gov) for additional information. When emailing, please include **FY 2025 ANCRC/organization name** in the subject line.

Power Point presentations for the Funding Meeting are due by 1st Wednesday in May.

The ANCRC Funding Meeting will be on the 2nd Wednesday in May. Applicants will receive additional information in early April.

A Mandatory Grantee Meeting must be completed no later than the 4th Wednesday in May.

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| **II. Completing the Online Application** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Questions marked with an **\*** are required. If the question is not applicable to your project, respond **NA.**  Headings should be consistent throughout the application and attachments.  Round all amounts to the **nearest whole dollar**.  Salaries are not eligible expenses for the majority of ANCRC projects. If salaries are included in the application, provide position titles descriptions in the Additional Budget Information.  Label all attachments. | | | | | | | | | | | | | | | | | | | | | | | | |