

**Arizona Historical Records Advisory Board
(AHRAB) Grant Proposal**

Applicant (institution or government office):

Project Title:

Project Description: (What will you do and how will you do it? Give specific information about the types of activities, numbers of programs, or resources you will make available.)

Purpose/Justification: (What need does your project address?)

Audience: (identify and estimate the number of individuals/organizations who will participate in or benefit from the project)

Significance and relationship to the Arizona Historical Records Advisory Board's Strategic Plan:

Product(s)/Outcomes: (What specific change(s) do you intend to achieve with this project?)

Plan of Work (activities, personnel, and timeline): (What are the major steps you will take to reach the outcomes you have listed? Provide a timeline that includes planning, implementation and evaluation.)

Project evaluation: (What criteria or method will you use to evaluate the success of the project?)

Budget (see Budget Form) The Board prefers a minimum of twenty-five per cent cost sharing (cash and/or in-kind). Indirect costs are not permitted. Applicant may use additional sheet for detail.

AHRAB Funds \$

Applicant cost sharing \$

Total \$

Applicant name (please print or type)

Date

Applicant telephone number and address

Applicant signature

Contact person for the grant if different than above.

Name: _____

Phone number _____

E-mail _____

BUDGET FORM

Budget Form

(Round all amounts to nearest dollar)

AHRAB Funds

Local Funds

(Cash or in-kind)

Total Funds

1. Salaries & Benefits

(list each position separately)

---NA---

\$ _____

\$ _____

---NA---

\$ _____

---NA---

\$ _____

---NA---

\$ _____

---NA---

\$ _____

2. Contractual Services

(List each Vendor separately)

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

3. Travel

(compute at state rate)

\$ _____

\$ _____

\$ _____

4. Preservation Supplies

\$ _____

\$ _____

\$ _____

5. Other

\$ _____

\$ _____

\$ _____

TOTAL

\$ _____

\$ _____

\$ _____

