

# Heritage Grant Frequently Asked Questions (F.A.Q.s) Sheet

**Q: Can older versions of the application manual and forms be used for this grant cycle?** **A:** No, the Heritage grant application manual, application forms, funding windows and applicable grant application materials have been revised. The current version for all Heritage Grant related application materials should read *Revised September, 2019*. Do not use any previous versions of the grant application manual or application forms when applying for a 2020 Heritage Grant.

**Q: Who is eligible to apply?** **A:** Eligible applicants include the federal government or any federal department or agency; Indian tribes; all departments, agencies, boards and commissions of the state of Arizona; counties; school districts; public charter schools; cities; towns; all municipal corporations; administrative subunits; any non-profit group which meets the Internal Revenue Service definition of a 501(c) organization, and any other political subdivisions.

**Q: When is the application deadline time and date?** **A:** One original application and required supporting documents must be received by mail or email to the Department's Heritage Fund and Grants Administrator no later than **5:00 p.m. on Thursday, October 31<sup>st</sup>, 2019**.

**Q: Are all mandatory forms and information required by the deadline date?** **A:** Yes, for the upcoming 2020 Heritage Grant cycle, the grant application **must include all mandatory forms and information** and must be received at the Heritage Fund and Grants Administrator's office on or before the deadline time/date in order to be accepted and considered for a Heritage Grant award.

**Q: Who needs to sign the proposal?** **A:** The person that signs the proposal **must** be the person that has signature authority for contractual agreements on behalf of the agency or organization that is applying.

**Q: Can I apply for funding in more than one grant sub-program in a given year, e.g., apply for an IIAPM project and for an Urban Wildlife project?** **A:** Yes, as long as the applications are not for the same project. Each application must identify the specific sub-program that applies. Each application must be specific for each project and must be a stand-alone project.

**Q: Does the applicant have to be located in Arizona to qualify as an eligible applicant?** **A:** Government agencies represented in Arizona are eligible including federal agencies, tribes, Arizona State, county and local government agencies, commissions, and corporations. The project should be located in Arizona or involve research in which the wildlife or its habitat is located in Arizona or benefits Arizona.

**Q: What is the difference between match and donation?** **A:** Match dollars are funds that the applicant has available and committed to the project. Donation represents other support such as volunteer in-kind labor and/or donated or loaned equipment for the purpose of project implementation and development. Potential match or donation is not allowed as a basis of match/donation funding. The applicant must show proof of secured and dedicated match and/or donation support in the application. Although match and/or donations are not required, they are encouraged as they will benefit your project in the competitive evaluation and scoring process.

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**Q: Are charter schools considered eligible applicants?** **A:** Charter schools supported by public revenue in Arizona and part of the Arizona public education system, are eligible to apply.

**Q: Do I need an Arizona Game and Fish Department Scientific Collecting Permit if I am working for the applicant?** **A:** All persons conducting field work on Heritage-funded projects involving the sampling, taking, handling, capturing and containing, transporting, or disturbing through field activity, of any Arizona wildlife must have a valid Department Scientific Collecting Permit. For terms of allowable activities, including bag limits and disposition, please contact the Department's Scientific Collecting Permit Administrator for specific information at (623)236-7625 or email, [Scpermits@azgfd.gov](mailto:Scpermits@azgfd.gov).

**Q: Is SHPO certification required if the applicant is not a state agency?** **A:** Yes, the Department **shall not release grant funds** until certification is received from the State Historic Preservation Officer or the AZGFD Cultural Resource Compliance Manager for all projects that involve any type of ground disturbance, in accordance with A.R.S. §§ 41-861 through 41-865, the State Preservation Act, which mandates that all state agencies consider the potential of activities or projects to impact significant cultural resources. (Commission Rule R12-4-706).

**Q: What will I need to do to fulfill the “Term of Public Use” obligation after the project closes?** **A:** The DEPARTMENT may send compliance forms requesting information on the project each year until the end of the term of public use. In addition, on-site monitoring inspections may be conducted periodically at the discretion of the DEPARTMENT.

**Q: What happened to the Environmental Education (EE) and Outdoor Education (OE) Heritage grant sub-categories?** **A:** The EE and OE grants have been moved to our Education Branch. For further information, you may contact Eric Proctor, Wildlife Education Coordinator, at 623-236-7243 or by email at [eproctor@azgfd.gov](mailto:eproctor@azgfd.gov).