



Begin a New Application

To begin a new Single Application For Assistance, enter a brief name for the project (up to sixty characters) and answer whether you need help selecting your program. If you already know the name of the program you want to apply for, answer "No".

Project Name

Do you need help selecting your program?

CREATE A NEW APPLICATION

Incomplete Applications

Incomplete applications will be automatically withdrawn after one year of inactivity.

Id	Applicant/Company	Project Name	Program	Updated		
8136914	dsgf	Testy	PHMC Historical & Archival Records Care Grants	4/25/2018	EDIT	WITHDRAW



Agency: Pennsylvania Department of Community and Economic Development

Applicant:

Web Application #: 8137120

Program: DCED

Select Program

Below is a listing of the types of organizations and projects that are most commonly funded. You may select more than one option. If no options are selected, all programs will display.

Agencies

Select to limit the search results.

- Dept of Agriculture
 PCA
 DCED
 DEP
 Office of the Budget
 PEMA
 PENNDOT
 PHMC

Clear Agencies

Non-Profit/Government Enterprise Types [\(Display For-Profit Program Finder\)](#)

If you are applying on behalf of a company, you may want to search the For-Profit Program Finder (click the link above).

- Authority
 College/University
 Economic Development Provider
Types of organizations include but are not limited to: Area Loan Organizations (ALO), Community Development Financial Institutions (CDFI), Economic Development Corporations (EDC), Industrial Development Authorities (IDA), Industrial Development Corporations (IDC), Local Development Districts (LDD), Redevelopment Authorities, and Regional Export Networks (REN).
 Municipality - County Government and Councils of Governments (COGs) should also check this option for eligible programs.
 Other Government or Non-Profit -
Programs that are available to Government or Non-Profit organizations not listed above. Non-Profit/Government organizations listed above may also want to check this section for additional funding sources. Private Non-Profit organizations competing in primarily For-Profit industries may also want to check the For-Profit Program Finder for potential programs after using the Non-Profit Program Finder.

Use of Funds

Be sure to carefully read the Program Fact Sheet and Guidelines to make sure the project costs are eligible for funding. If the project does not match any of the options listed below, leave this section blank to view all programs.

- Advanced Technology - Including Biotechnology, Life Sciences, and Nanotechnology.
 Community Services - Examples include Low Income Assistance projects and Emergency Responders programs.
 Infrastructure / Site Development / Housing - Including Construction, Environmental Assessments and Clean-Up, Land and Building Acquisition.
 Machinery and Equipment
 Planning / Marketing - Encompasses a wide range of projects, including Consulting Services, Municipal Planning, Research and Development, and Tourism Promotion.
 Workforce Development - Including Education and Job Training.

Sort By

Program Name

SEARCH

Agency: Pennsylvania Historical and Museum Commission

Applicant:

Web Application #: 8137120

Program: Historical & Archival Records Care Grants

[Program Fact Sheet](#) [Program Guidelines](#)

Applicant Information

To copy your Registration information into the application, click the "Use Account Information" button below.

USE ACCOUNT INFORMATION

Applicant Entity Type:

- | | |
|---|---|
| <input type="radio"/> Limited Liability Partnership | <input type="radio"/> Partnership |
| <input type="radio"/> Government | <input type="radio"/> Non-Profit Corporation |
| <input type="radio"/> Sole Proprietorship | <input type="radio"/> Limited Liability Company |
| <input type="radio"/> S Corporation | <input type="radio"/> C Corporation |

Applicant Name:

NAICS Code

FEIN/SSN Number

*Please enter FEIN as 9 digits, no dash.

DUNS Number:

CEO:

CEO Title:

SAP Vendor #:

(xxxxxx or xxxxxx-xxx)

Contact Name:

Contact Title:

Phone:

Ext.

(xxx-xxx-xxxx)

Fax:

E-mail:

Mailing Address:

City:

State:

PA

Zip Code:

Enterprise Type

Indicate the types of enterprises that describe the organization listed above. You may select more than one type.

- | | | | | |
|--|--|---|---|---|
| <input type="checkbox"/> Advanced Technology | <input type="checkbox"/> Agri-Processor | <input type="checkbox"/> Agri-Producer | <input type="checkbox"/> Authority | <input type="checkbox"/> Biotechnology / Life Sciences |
| <input type="checkbox"/> Business Financial Services | <input type="checkbox"/> Call Center | <input type="checkbox"/> Child Care Center | <input type="checkbox"/> Commercial | <input type="checkbox"/> Community Dev. Provider |
| <input type="checkbox"/> Computer & Clerical Operators | <input type="checkbox"/> Defense Related | <input type="checkbox"/> Economic Dev. Provider | <input type="checkbox"/> Educational Facility | <input type="checkbox"/> Emergency Responder |
| <input type="checkbox"/> Environment and Conservation | <input type="checkbox"/> Exempt Facility | <input type="checkbox"/> Export Manufacturing | <input type="checkbox"/> Export Service | <input type="checkbox"/> Food Processing |
| <input type="checkbox"/> Government | <input type="checkbox"/> Healthcare | <input type="checkbox"/> Hospitality | <input type="checkbox"/> Industrial | <input type="checkbox"/> Manufacturing |
| <input type="checkbox"/> Mining | <input type="checkbox"/> Other | <input type="checkbox"/> Professional Services | <input type="checkbox"/> Recycling | <input type="checkbox"/> Regional & National Headquarters |
| <input type="checkbox"/> Research & Development | <input type="checkbox"/> Retail | <input type="checkbox"/> Social Services Provider | <input type="checkbox"/> Tourism Promotion | <input type="checkbox"/> Warehouse & Terminal |

Agency: Pennsylvania Historical and Museum Commission


Applicant: SAMPLE

Web Application #: 8137120

Program: Historical & Archival Records Care Grants


[Program Fact Sheet](#) [Program Guidelines](#)

Project Overview

Project Name: 


SAMPLE

Is this project related to another previously submitted project?

No 


If yes, indicate previous project name:

Have you contacted anyone at PHMC about your project?

No 

If yes, indicate who:

Is your community certified through [Sustainable Pennsylvania?](#)


No 

If yes, what level:

Bronze Silver Gold Platinum

Are you interested in applying for multiple funding sources for this project?

You are only permitted to apply for one program per application. By answering "Yes", you will be given the ability to apply for an additional program on the Certification page after this application has been submitted.

No 

How many Site Locations are involved in the project?

1 

[Continue](#)



Agency: Pennsylvania Historical and Museum Commission
 Applicant: SAMPLE
 Program: Historical & Archival Records Care Grants
[Program Fact Sheet](#) [Program Guidelines](#)

Web Application #: 8137120

Project Site Location(s)

To add Project Site Locations, please see the [Project Overview](#) section.

Site 1

Address:

City:

State: PA

Zip Code:

County:

Municipality:

PA House:

PA Senate:

US House:

Current Employees:

Jobs To Be Created:

Jobs that Pay:

<input type="text"/>	Created
<input type="text"/>	Retained

Jobs that Pay

Jobs that Pay is Part Of Governor Wolf's initiative to improve Pennsylvania's overall job climate and job growth through partnering with the private sector to encourage the creation and retention of jobs that pay at least 80% of the annual average wage in the county where the jobs are located. (See current county listings). Job creation and retention will help ensure that businesses and communities provide employment opportunities for all of the state's residents, improve the local tax base, and achieve prosperity and a higher quality of life for families and communities.

NOTE: Jobs that Pay required data by the Department is for reporting purposes only and will **NOT** be used as a criteria for awarding loans, loan guarantees, grants or tax credits.

Designated Areas:

- | | |
|--|--|
| <input type="checkbox"/> Act 47 Distressed Community | <input type="checkbox"/> Brownfield |
| <input type="checkbox"/> Enterprise Zone | <input type="checkbox"/> Greenfield |
| <input type="checkbox"/> Keystone Innovation Zone | <input type="checkbox"/> Keystone Opportunity Zone |
| <input type="checkbox"/> Prime Agricultural Area | <input type="checkbox"/> Uses PA Port |

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Project Narrative

Adequate answers to the Project Narrative questions below are required; a minimum of 100 characters has been established for each answer. Uploaded attachments or mailed documents are no longer permitted in this section of the application. If a more detailed narrative is required for the Program selected, instructions will either be provided in the Program Addenda section or the Program Guidelines.

Project Summary. Please summarize your project. ♦

Identify the project and briefly describe the scope of work.
Character Count: 0/500 characters

Please provide a full project description. ♦

Define the project. Identify the problem(s) that need to be resolved. What do you plan to accomplish with this project? State all who are involved if this is a collaborative project. What is the historical significance of the records and why should they be preserved?
Character Count: 0/5000 characters

Describe how the project will be accomplished. ♦

What are the steps that will be taken? If collaborative, what is the role of each institution or group? How will you promote your project and how will it be sustained? Include expected outcomes that are measurable, obtainable, clear and understandable, and valid. Examples of measurable outcomes include but are not limited to records scanned, people trained, records inventoried or preserved.
Character Count: 0/3000 characters

Use of Funds. ♦

How do you plan to use the funds and why is it necessary? Include specific use of funds and reflect the budget provided with the application. Examples include but are not limited to contracting with a company to scan and create PDF/A, buy acid-free folders and boxes for documents, hiring a consultant to create a Disaster Plan.
Character Count: 0/3000 characters

[Continue](#)

Agency: Pennsylvania Historical and Museum Commission
 Applicant: SAMPLE
 Program: Historical & Archival Records Care Grants
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Web Application #: 8137120

Program Budget

Please see the [Help](#) section for details on how to complete the Program Budget.

Spreadsheet

Basis of Cost

Budget Spreadsheet

The first column indicates the amount of funding you are requesting from PHMC. After completing the budget, please complete the [Basis of Cost](#) tab. Included is a Budget Narrative where you can provide a more detailed description of specific line items.

Add funding source	Historical	Match Private	Total
Please Select a Category <input type="button" value="Add Category"/>			
Miscellaneous - Collapse	\$0.00	\$0.00	
Applicant's Staff Salaries/Wages/Related Expenses Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Consultant/Contractor Fees Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Archival Materials and Supplies Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Equipment Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Conservation and Preservation Services Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Total	\$0.00	\$0.00	
		Budget Total:	\$0.00

[Continue](#)



Agency: Pennsylvania Historical and Museum Commission

Applicant: SAMPLE

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Program: Historical & Archival Records Care Grants

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Program Budget

Please see the [Help](#) section for details on how to complete the Program Budget.

Spreadsheet

Basis of Cost

Basis of Cost ◆

Provide the basis for calculating the costs that are identified in the Project Budget.

- Appraisals
- Budget Justification
- Engineer Estimates
- Bids/Quotations
- Contractor Estimates
- Sales Agreements

Budget Narrative ◆

The narrative must specifically address each of the cost items identified in the Budget Spreadsheet.

Character Count: 0/2000

[Continue](#)



Agency: Pennsylvania Historical and Museum Commission

Applicant: SAMPLE

Web Application #: 8137120

Program: Historical & Archival Records Care Grants

[Program Fact Sheet](#) [Program Guidelines](#)

Program Addenda

Below are additional application requirements specific to the program you selected. If you are having problems completing the Program Addenda because your organization or project do not meet the requirements listed below, please try [changing your program](#).

Grant Amount Requested. Please enter a dollar figure that matches PHMC Total of Budget Spreadsheet. ♦

Total Matching Funds. Please enter the matching funds required to complete the project and that matches the Match Total of Budget Spreadsheet. ♦

Total Project Cost. Please enter a dollar that matches Grand Total of Budget Spreadsheet. ♦

Organizational Information – If you are applying as a subunit, the information in this section must relate to that subunit rather than to the parent organization. If you are applying as a collaborative project, please provide information for the lead partner in this section and describe the collaboration partner organizational information and role in the Collaborative Agreement to be uploaded below.

Applicant Email. This should be the individual most knowledgeable about the application and available for questions and discussions about the grant. ♦

Control of Organization ♦

Discipline of Organization ♦

Organizational Description. Provide information about the applying organization. Do not assume that the reviewers know your organization. ♦

Character Count: 0/1000 characters

Mission Statement. Provide a mission statement for the organization. Provide a statement of purpose for the organization describing why it was founded, its goals and how it is interpreted to the public at the present time.

Character Count: 0/1000 characters

Website ◆

Non-profit Status Documentation. Please skip this section if applying as a unit of local government.

Date IRS Exemption Received

Year Organization was incorporated

Registration Date with the Pennsylvania Bureau of Charitable Organizations. You may be required to register with the Bureau for Charitable Organizations with the Department of State. Information may be obtained at <http://www.dos.pa.gov/BusinessCharities/Charities/Pages/default.aspx> or by calling (800) 732-0999.

Repository Information

Enter number of days open to the public annually, if applicable ◆

Enter number of hours open to the public weekly, if applicable ◆

Enter annual visitation, if applicable ◆

Is there a fee associated with accessing Government Records? ◆

Uploads

IRS Tax-Exempt Documentation 501(c)3, if applicable ◆

Upload Files

Click "Browse" to select a file. Each file can be no larger than 30MB.

File 1 Browse...

Resumes of Project Personnel/ Consultants ◆

Upload Files

Click "Browse" to select a file. Each file can be no larger than 30MB.

File 1 Browse...

Two or Three Letters of Support ◆

Upload Files

Click "Browse" to select a file. Each file can be no larger than 30MB.

File 1 Browse...

Collaborative Agreement (if applicable). In applying for a collaborative grant, one qualified organization should be selected as the lead organization for purposes of preparing the application. Remember to attach a Collaborative Agreement Form to the application attesting to the participation of other organizations and the roles and responsibilities of each organization to implement the project.

Upload Files

Click "Browse" to select a file. Each file can be no larger than 30MB.

File 1 Browse...