Fiscal Year 2026 Application Questions

The Idaho State Historical Society (ISHS) Community Enhancement Grant (CEG) application is available in AmpliFund, the ISHS online grant management system. The application components below are available for informational purposes only. **Please complete the application in AmpliFund. Digital or physical copies of the application will not be accepted for consideration.** More information can be found at https://history.idaho.gov/grants/ceg/.

Application Information

Applicant Eligibility
- Idaho non-profit organizations must upload a copy of the Internal Revenue Service (IRS) tax-exempt letter.
- All applicants must enter a Unique Entity Identifier (must have a www.sams.gov account).

Application Information
- Project Contact Person (if different than person filling out application)
- Project Contact Email
- Project Contact Phone
- Project Contact Cell
- Project Start Date (project cannot begin until grant award letter is fully signed) *
- Project End Date (final report due by 5/15/2026) *
- Brief Proposal Summary (1,500 character limit) *

Application Narrative

Section 1: Project Summary (750 character limit) *

- Provide a description of the proposed project.
- Where will the project be located?
- What specifically will the project encompass?
- Why is the project important to your organization, or how does it preserve part of Idaho's history? How will you ensure historical/cultural accuracy for your project?
- Will the project create a lasting legacy?

Section 2: Financial Need (750 character limit) *

- Are funds from the CEG program critical to the project's overall funding package?
- Will this award allow for the project to be completed?
- If this award is part of a larger project, indicate how this award will be beneficial should the additional funding not be awarded. Can this award be used as a "stand alone" part of a larger project?

Section 3: Collaboration (750 character limit) *

This section optional, depending upon the project.

- Collaborative efforts are strongly encouraged. Describe the role of other entities that will be collaborating on your project. Letters of support from collaborators are encouraged.
- The assistance of scholars for projects involving interpretation is strongly encouraged. Identify the scholars, explain why they are qualified for your project, and describe their role.

- If the applicant is not a tribe, but the project requires collaboration from a tribe or tribal member, letters noting that the applicant has contacted the appropriate tribe or tribal member are required.
- Not all projects require collaboration. For example, if your organization intends to use the award to purchase equipment, evidence of collaboration is not applicable. However, other projects, specifically educational and interpretive projects, can benefit from collaboration. If applicable, please complete this section.
- What are the qualifications of the persons involved? Attach resumes if applicable.

Upload letter(s) of support.
Upload project team resumes.

Section 4: Anticipated Benefits (750 character limit) *

- Describe how your project will benefit and assist your organization in better preserving part of Idaho's history.
- Describe how your project will benefit the community, region, and/or state, particularly any lasting legacy benefits.

Section 5: Project Administration Budget and Timeline (750 character limit) *

ISHS Community Enhancement Grants are reimbursable funds. A reimbursement grant provides funding to grant recipients after expenses have been incurred. Grant recipients will submit a final project packet that includes documented project expenses in the final budget and an invoice for the reimbursable funds (template provided by ISHS). All original receipts for purchases and services are required as part of the final project report to ISHS.

- What is the projected timeline for the project? Is this timeframe realistic? (Please note the project must be completed and final report submitted by May 15, 2026.)
- What is the overall cost of the project?
- How will this award specifically be used toward your project?

Additional Forms

In order to document the organization's knowledge and support, a support letter signed by the organization's Executive Director is required.

Upload Organizational Acknowledgement Letter *

* All asterisks denote a required field of the application

Fiscal Year 2026 Scoring Guidelines

All Community Enhancement Grant (CEG) applications will be scored by a review committee using the following guidelines. Each section, with the exception of Section 3, includes three considerations that are each scored on a scale of 1-5 (1 is the lowest score, 5 is the highest score) with a maximum application score of 60. The score is only one component of the review and does not guarantee funding.

Section 1: Project Summary

- The project is consistent with the grant guidelines.
- Applicant provided a clear and thorough description of the project and what it will encompass.
- Applicant specified historical importance to their community and described the project's legacy beyond the grant.

Section 2: Financial Need

- Requested funds are critical to the project's overall funding package.
- The requested funding will allow the project to be completed by May 15, 2026.
- Applicant demonstrated that project could be completed independent of other external funding.

Section 3: Collaboration

Collaboration is highly encouraged but not required and therefore will not be scored. If you feel that an applicant's specified collaboration is relevant and deepens your understanding of the Project Summary, Financial Need, Anticipated Benefits, or Budget and Timeline, feel free to use the content described in this section to enhance your scores in the other sections.

Things to keep in mind when reviewing Collaboration, if applicable:

- The roles of other entities collaborating on the project should be identified and described.
- The credentials of collaborators should contribute to the integrity of the project.
- Resumes or bios should be attached for collaborators or team members requiring professional backgrounds.

Section 4: Anticipated Benefits

- The applicant described clear and thorough anticipated benefits to their community.
- The applicant defined impact and legacy for their community.
- The anticipated benefits are consistent with the purpose of the grant.

Section 5: Project Administration Budget and Timeline

- The application showed a clear timeline for the project to be completed by May 15, 2026.
- The project costs are allowable, justified, and directly related to the project.
- Costs are backed up with documentation (quotes, etc.)

Note: You may need to reference the Budget page to accurately score this section.