

# SHINE 2024/FY25 General Operating Support Grants

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## *Maryland Humanities*

### *Organization Request*

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#### **Grant Number**

Name of Project

*Character Limit: 200*

### *Application Verification*

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#### **Financial Verification**

Before you begin verifying the grant application, download the following documents to the applicant's files.

- **Grant Application**
  - o 0000\_Organization Name\_Application
- **Budget Form**
  - o 0000\_Organization Name\_Budget Form

#### **Eligibility\***

Check each box confirming the statement is true for the applicant:

##### **Choices**

Organization is physically located in Maryland and registered as a nonprofit in Maryland

Organization has Maryland residents as its primary constituents

Organization is not federally or state-funded

Organization is not an academic institution

Organization is not a public library

Organization's mission statement does not exclusively discuss arts programming

#### **Charity Check\***

1. Download Charity Check to the applicant's file at tab above.
  1. Name the file using this format: 0000\_Organization Name\_Charity Check
2. Verify that the organization is in good standing by reviewing the charity check.

##### **Choices**

Charity check demonstrates the organization is in good standing.

Charity check demonstrates the organization is not in good standing.

## Organization's Tax Status and 990Form\*

1. Visit this link and enter the organization's tax id number.
2. Download 990 or 990EZ form to Applicant's file.
  1. Name the file using this format: 0000\_Organization Name\_990Form
3. Verify that 990 Form or 990EZ form matches operating budget provided.
4. Verify that the organization's non-profit status is in good standing.

### Choices

Organization's tax status is in good standing.

Organization's operating budget form matches, or close to matches, the most recent 990 Form.

Revenue and expenses listed on organization's operating budget and 990 form do not exceed \$500,000

## Comments Regarding Eligibility

*Character Limit: 1000*

## Scoring

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### Per Capita Funding Allocation\*

Points are awarded based on the county's total population in relation to Maryland's total population, and the county's funding received from Maryland Humanities in relation to Maryland Humanities' total funding distributed in Maryland.

#### 2 Points- Considerably Underserved

Anne Arundel, Howard, Montgomery, Prince George's

#### 1 Point- Underserved

Baltimore County, Calvert, Carroll, Cecil, Harford

#### 0 Points- Served

Allegany, Baltimore City, Caroline, Charles, Dorchester, Frederick, Garrett, Kent, Queen Anne's, Somerset, St. Mary's, Talbot, Washington, Wicomico, Worcester

**Scoring Options:** 0 - 2

### Socioeconomic Prioritization\*

Points are awarded based on the county's median household income in relation to the Maryland median household income.

#### 3 Points- Tier 1

Somerset

#### 2 Points- Tier 2

Allegany, Caroline, Charles, Dorchester, Garrett, Harford, Kent, St. Mary's, Washington, Wicomico, Worcester, Baltimore City, Cecil, Prince George's

#### 1 Point- Tier 3

Calvert, Frederick, Talbot, Baltimore, Queen Anne's, Anne Arundel, Carroll, Howard

#### 0 Points- Tier 4

## Montgomery

**Scoring Options:** 0 - 3