FY 2020 Maryland Heritage Areas Authority Grants

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Maryland Heritage Areas Program
Today’s Agenda

Introductions
Reference Documents
What are Heritage Areas and MHAA?

Project Grants
  ◦ Who is eligible?
  ◦ Types of project grants?
  ◦ What will and won’t be paid for with grant funds

Grant Application & Award Schedule
Tips for Completing the Application

Optional: Our online application system
Reference Documents

- **Grant Guidelines** – All the info!
  - Appendices:
    - Selection Criteria and Sample Score Sheet
    - Grant terms and conditions
    - Local heritage areas’ contact info and deadlines
    - Sample budget and budget narrative
    - Proof of non-profit status
    - Photograph requirements
    - Property owner consent sample letter
    - Department of Natural Resources approval process
    - APPLICANT CHECKLIST
Reference Documents

- Copy of presentation with space for notes
- Matching Guidelines
- Overview of MHT/MHAA funding sources
- List of other grant programs (not comprehensive)

After this workshop, via email:
A copy of these slides

Concord Point Lighthouse – Lower Susquehanna Heritage Greenway
What are Heritage Areas?

Heritage areas support the economic well-being of Maryland's communities by preserving and celebrating the State's history, cultural traditions and natural resources through partnerships that promote, support and create place-based experiences for visitors and residents alike.
What are Heritage Areas?

• Locally designated, certified by State

• Commitment to economic development through heritage-related tourism

• 13 Certified Heritage Areas
But, am I really in a heritage area?

https://mht.maryland.gov/secure/medusa/
But, am I really in a heritage area? STEP 2

https://mht.maryland.gov/secure/medusa/

Available Layers

Select layers that you wish to display below. You may need to zoom in for some layers to be activated.

"Architecture" and "Archeology" layers contain MHT Medusa database information ("Archeology" will only appear if you are logged in). "Other MHT Base Data" contains overlays that may be of use for contextualizing this data. Turn these on and off as needed.

- Architecture
- Other MHT Base Data
- Maryland Heritage Areas
- USGS Topographic Grid
- Parcels (iMAP)
- Political Boundaries (iMAP)
MHAA’s Program Goals

|-----------------------------------------|---------------------------|--------------------------------|
| - Creating or enhancing place-based (archaeological, historic, cultural, natural) experiences for visitors and Maryland residents | - Engaging all partners and leveraging resources  
- Bringing both common and uncommon partners together to focus on projects of mutual benefit  
- Bringing disparate state and local entities together around a common, local vision  
- Helping to build organizational capacity, understanding and access to financial and technical assistance | - Showcasing each area’s distinctive archaeological, cultural, historic, and natural assets  
- Applying approaches that are unique to, and respectful of, local geography  
- Sustaining, respecting, and celebrating the heritage of an area, making it relevant to both present and future generations |
What is MHAA?

- **Maryland Heritage Areas Authority**

- **Independent state government entity**, staffed by the Maryland Historical Trust

- **19 member body**, including representatives from 9 state agencies (2 currently non-voting)

- **Up to $6 million** annually from DNR’s Program Open Space

April 2018 MHAA Away Meeting – Annapolis Maritime Museum Campus, Four Rivers Heritage Area
How do MHAA and your local heritage area work together?

• MHAA provides and administers:
  - Project grants (what we’re talking about today!)
  - Funds to be used for mini-grants

• The 13 Heritage Areas:
  - Administer mini-grants (sometimes referred to as seed grants)
  - Provide assistance in completing project grant applications
  - Rank project grants before passing them on to MHAA
  - Provide technical assistance to organizations and MORE!
Who is eligible for MHAA Grants?

- Non-profits
- Local jurisdictions
- State agencies
- Federal agencies

Kids in Kayaks, a program of the Baltimore National Heritage Area and the National Park service
Types of Project Grants

Capital

Non-Capital

All MHAA grants require dollar-for-dollar matching contributions from grantees.
Capital Project Grants

• Must meet the Targeted Investment Criteria
  • Examples of Activities: acquisition, development, rehabilitation, restoration, pre-development, trails
  • May require an easement through MHT
  • Subject to “Section 106” compliance review
  • Does NOT have to be a “historic” property

• $5,000 -- $100,000

Winans Chapel, Baltimore Herb Festival Baltimore National Heritage Area
MHT Preservation Easements

- As a condition of your grant, MHAA may require conveyance of a term historic preservation easement to the Maryland Historical Trust (MHT).

- This requirement applies only to MHAA Capital Grants on historic properties listed on, or eligible for listing in the Maryland Register; even if your property falls into this category, MHT may or may not require an easement.

- The length of the term is dependent on the amount of the grant and the duration of the grant project (see page 16 of the Grant Guidelines for details).

- The minimum term easement is 15 years, regardless of grant amount.

- Additional grants would result in additional years of easement term.
Non-Capital Project Grants

- **Activities**: planning, interpretation, events, exhibits, brochures, technology, websites, archeology, research, wayfinding signage

- **$5,000 -- $50,000**

Exhibit at the Harriet Tubman Underground Railroad State Park and Visitor Center in the Heart of Chesapeake Country Heritage Area. Photo by Meg Maddox.
Minimum Project Grant Awards:

• Because the minimum grant award is $5,000, grantees are required to contribute $5,000 in matching expenditures to the project.
  • At least 75% cash match; Up to 25% in-kind match

• $5,000 grant

+ $5,000 grantee’s required contribution

_____________________

$10,000 project
Ineligible expenditures for ALL Project Grants

No overhead fees for the applicant organization

No staff salaries for the applicant organization
  ◦ Consultant fees are eligible grant expenditures
  ◦ Staff salaries are eligible as grantee’s matching contribution/funds
  ◦ Staff of partner organizations – time counts as in-kind match

No project marketing
  ◦ Eligible as grantee’s matching contribution
Grantee’s Required Contribution

All MHAA Grants Require 100% Match
- For every dollar of state support, must contribute one dollar of applicant support (cash or in-kind)
- Match cannot be spent outside the grant period, or on an unrelated project.
- **Cash Match** – must be at least 75% of the required match
  - Cash expenditures
  - Applicant staff time spent on work for the grant project
- **In-Kind Match** – can be no more than 25% of required match
  - Volunteer time on the project
  - Donated / discounted professional services
  - Donated / discounted materials
  - Partner organization staff time for work on the project
- **Other Project Costs** (“Over Match”)  
  - Important to report this so we can see how much money is being leveraged with state funds.
  - **Other State funds are not permitted for use as the grantee’s contribution**
Matching Funds

Your application will receive a higher score if you can document your match prior to June 1, 2019.

If awarded a grant, you must provide documentation that your matching funds are in hand or fully committed no later than October 31, 2019.

Documentation can include:

- Award letter from non-state grant
- Letter of commitment from donor of money, services or staff time
- Approved budget from a non-state governmental agency documenting funds are budgeted for the project
- Bank statement showing cash, paired with a letter of commitment from the organization’s leadership
Grant Schedule

- **January 31, 2019** – Intent to Apply forms due (by 11:59 pm) online

- **February 22, 2019**: Multi-Heritage Area full applications due – submitted online

- **Late February-early March**: Full applications for MHAA project grants submitted online *(date set by local heritage area)*

- **July 11, 2019**: grant award emails sent, projects may begin

- **September-January**: grant agreements mailed

- **November – March**: First disbursements issued
Heritage Area Grant Deadlines

- Anacostia Trails – March 7, 2019
- Baltimore – March 4, 2019
- Canal Place – March 12, 2019
- Four Rivers – Feb 28, 2019
- Heart of Chesapeake Country – March 1, 2019
- Heart of the Civil War – February 14, 2019 (optional draft); March 1, 2019 (final)
- Lower Eastern Shore – March 7, 2019
- Multi-Heritage Area – Feb 22, 2019
- Lower Susquehanna – Feb 23, 2019
- Montgomery – March 7, 2019
- Mountain Maryland (Garrett) – March 8, 2019
- Patapsco Valley – March 4, 2019
- Southern Maryland – March 8, 2019
- Stories of the Chesapeake – March 4, 2019
Important!

Eligible projects **must** be consistent with the local heritage area’s goals, objectives, strategies and actions.

For details, please consult the heritage area’s:
- Management Plan
- Subsequent planning documents (Five Year Plan, Annual Plan)

Talk with your local heritage area staff.
Consistent with Management Entity Goals and Objectives

What does that mean? Examples:

◦ Project (not just the organization) is specifically identified in the planning documents

◦ Project links a heritage tourism product to the themes of the local heritage area
  ◦ i.e. MCHA – Transportation theme – Trolley Museum restoring trolley car

◦ Project creates a heritage tourism product that achieves a particular goal of the local heritage area
  ◦ i.e. LSHA – Increase water access – Town of Perryville completes a public boat launch

Be specific. “It will make the HA better” is not a strong argument. Tell us why and how.
Review Process & Criteria

- Local review and State review

- Refer to pages 11 – 13 of the [MHAA FY 2020 Project Grant Guidelines](#) for a more information and a sample scoring sheet.
Review Criteria (Part I)

▪ Project Design, Deliverables, & Timeline
▪ Budget, Budget Narrative, & Budget Documentation
▪ Urgency
▪ Significance & MHAA Program Goals
▪ Impact
▪ Access & Outreach (Public Benefit)
▪ Expertise & Qualifications

Refer to sample score sheet for details about each criterion.
Review Criteria (Part II)

- Consistency with and fulfillment of local heritage area goals
  - Scored locally

- **Staff assigned points**
  - Grantee’s matching contribution
    - June 1, 2019 deadline for documentation (plus 1 point)
    - October 31, 2019 deadline for documentation (required in order to receive grant)

- **Applicant organization’s grantee history with MHAA / MHT**
  - Please note that applicants who have no grantee history with MHAA/MHT are not disadvantaged; rather, applicants with a documented recent history of late reports and/or breach of easement lose points (minus 1 or 2 points)

- **Targeted Investment Criteria (Capital Projects Only)**
Review Criteria (Part III): Targeted Investment Criteria (Capital Projects Only)

Requirements for all MHAA Capital Projects:

- The project contributes to fulfilling the priorities in the Certified Heritage Area Management Plan, five-year plan and/or annual work plan.
- The project leverages private or public investment in heritage tourism resources and facilitate economic development.

All MHAA Capital Projects are also required to meet one additional TIC criterion:

1. Overlaps with designated local, State or Federal areas
2. Contributes to broad-based regional, state or federal initiative or activities supported by significant public investment
3. Includes one or more key resources that are part of a larger concentration of related resources
4. Has a high potential to serve as a catalyst for additional investment in the next 10 years

Projects that MHAA staff determine meet more than one of the additional four criteria will receive an additional point.
Grant-Writing Tips

• Don’t wait until the last minute

• **Read the Grant Guidelines before beginning the application.**

• Ask questions if you aren’t sure

• Let the project guide your decision to apply – don’t create a project just to get a grant
  • Grants are not “free money” – they take a lot of work and resources
Grant-Writing Tips

Before starting to write, ask yourself & your organization:

- Why are we doing the project?
- What is the timeline? Is there flexibility in the timeline to allow for receiving grant funds?
- How does the project fit into your organization’s “Big Picture”?
- What are the steps you need to take to finish the project?
- Who will undertake the work?
- What is the desired outcome?

If you can’t answer these questions, you’re not ready to write the grant.
Grant-Writing Tips

• Check your spelling, grammar and math
• Don’t use ALL CAPS or other means of emphasis – it looks like you’re shouting and makes it hard to read your application
• Have someone unfamiliar with the project read your application
• Give your project a unique and descriptive name, one that is different from previous grants
• Provide as much detail as is requested, but within the word limits
• Make sure your match is strong, and in hand or committed if possible
Your Project Description, Deliverables, Timetable & Budget, and Budget Narrative must all align.

The Anytown Museum will utilize MHAA grant funds to create a new interpretive exhibit on watermen. One or more consultants will be hired to design and fabricate the exhibit, and design and print 20,000 copies of a brochure to accompany the exhibit.

**Timetable:**
- Hire Exhibit Consultant: Jul 2019
- Exhibit Design completed: Dec 2019
- Fabrication Begins: Jan 2020
- Mid Project Report: Jan 15, 2020
- Brochure Design finalized: Feb 2020
- Exhibit Finished: Mar 2020
- Brochure Printed: Jun 2020
- Final Report: August 15, 2020

**Budget:**
- Exhibit Design - Consultant: ($50/hr, 400 hrs) $20,000
- Exhibit Fabrication: $40,000
- Brochure design: $5,000
- Brochure printing: (20,000 @ $.50 each) $10,000
More Tips

• Provide visuals where appropriate:
  • Maps
  • Photographs
  • Plans

• If something needs maintenance, explain how it will be maintained
  • Trails – who fixes the broken pavement
  • Signage – who replaces a wayside covered in graffiti?
  • Website – who pays the annual hosting fee?
  • Smartphone App – who pays the annual licensing fee?

• Follow the directions in the online forms
  • Fill in all required fields
  • Save and back-up your work often
Advice from Reviewers

• Think about partnerships and linkages – not just individual, disconnected projects
  • It’s not just about getting more letters of support

• How will your project leverage additional state, federal, local government, or private investment?

• When developing a budget, make sure it is clear where the line item dollar amounts come from, and that costs are reasonable and **show what we would be paying for**
  • Example – Consultant line item – is it a flat fee, if so, what is covered? Is it based on an hourly rate? If so, how many hours at what rate?
  • What documentation can you gather and submit to show that your budget estimates are based on planning and research?
Advice from Reviewers

• Answer the questions on the application – don’t just write what you think the reviewers want to hear.

• If your project is primarily a planning or documentation project, you need to focus on how that planning or documentation will lead directly to a heritage tourism product.
  • Be specific, and have a specific heritage tourism product identified, even if it’s a future phase
  • Make the heritage tourism element clear for the reviewers, so they can see that direct link
DNR Approval Process (Appendix H)

• For those projects that will take place on land owned by the Maryland Department of Natural Resources (DNR):

  • You must obtain approval for your proposed project prior to submission of your application

  • Standard form included in FY 2020 MHAA Guidelines (pg. 24-25)

  • Submit the form by email to Shane.Johnston@maryland.gov

  • Allow 30-45 day turn around for DNR review
    • Keep your email documentation showing you submitted the form to DNR and gave DNR time for review before the MHAA application deadline.
**Action Items to Prioritize:**

- Submit your Intent to Apply: **Due January 31, 2019**
  
  [https://mht.maryland.gov/grants.shtml](https://mht.maryland.gov/grants.shtml)

- Read the MHAA 2020 Guidelines, use the checklist we provide, and add to that checklist if necessary

- Talk with staff of your local Heritage Area about how your project aligns

- Ask your legislators and partners for letters of support

- Obtain a property owner letter (if applicable)

- Obtain DNR approval (if applicable)

- Start building your budget (Get estimates for specific line items)
Grants at the Maryland Historical Trust

The Maryland Historical Trust administers various grant programs that assist in a wide variety of historic preservation-related activities. Each program has different eligibility standards, operating regulations, applications and deadlines, so please be sure to read each program's guidelines closely to make sure your project is eligible. MHT encourages applicants to contact the appropriate MHT staff person prior to submitting an application. To learn more about a particular grant program, click the appropriate button below.

If you want to access applications that you have already started, applications you have submitted previously, or you need to submit a report for a grant-funded project, please click the My Grant Account button on the left.

Open Funding Opportunities

For more information on MHT funding opportunities that are not currently accepting applications, please click on the button at the bottom of the page for the appropriate program. There may be multiple grant opportunities available at the same time - please make sure you are applying to the correct program.

FY 2020 Maryland Heritage Areas Program Grants

The Maryland Heritage Areas Program is currently accepting submissions for the FY 2020 grant round. Applicants are strongly encouraged to participate in a workshop or webinar before applying. A full list of training opportunities is available in the left-hand sidebar.

In order to be considered for a grant award, all applicants must complete an Intent to Apply form no later than 11:59 p.m. on January 31, 2019.

The Intent to Apply form must be submitted through our online grant portal.

To begin a new MHAA Intent to Apply form, click here.

To continue an intent to apply or application you have already started, please click the
Project Title

What type of project are you requesting funding for?

The following types of activities are eligible to receive MHAA funding:

- **Capital** - Acquisition, Development, Rehabilitation, Restoration, Pre-Development (Construction and Pre-Construction), Trails
- **Non-Capital** - Planning, Research, Interpretation, Exhibits, Digital Resources, Signage, Archaeology, Educational Programs, Seminars, Conferences, Performances, Commemorations, Festivals

- Capital (MHAA)
- Non-Capital (MHAA)

Project Description

Briefly describe your project, including what your end results and products will be.

Benefit to the Heritage Area

Briefly discuss how your project will benefit heritage tourism in your local heritage area.
Submitting an Intent to Apply form online before mid-night on **January 31, 2019** is required.

Nothing you write in your ITA is set in stone. You can change it in the full application.

We recommend that you print a copy of your ITA for your records.
**Next Steps: After you submit your ITA**

- Intent to Apply form feedback from the local heritage area
- Complete the Full Application (and upload all the documents that go with it!) by your local heritage area’s deadline
- Match documentation (for an extra point) by June 1, 2019
- You may not hear from us until around July 11 if your application was complete and there are no questions from reviewers

**OR**

- MHAA staff may reach out to the primary contact for the project with questions. Check you email and/or return our calls in a timely manner please.
Questions?

Next on the Agenda: Our Online Application System Basics!

Feel free to excuse yourself, if you feel comfortable with the online system for applications.
Online Grant Application

HOW TO USE THE SYSTEM
Start your Intent to Apply Form

Begin by clicking the Intent to Apply link on the MHT website:
- [http://mht.maryland.gov/grants.shtml](http://mht.maryland.gov/grants.shtml)

It is on the Grants page under Funding

**About the Intent-to-Apply:**

Required first step for EVERY application

**Due January 31, 2019**

Details of your project can change between the Intent to Apply and the Full Application
Create an Online Account

Each organization should have a single account
  ◦ The account can be transferred to another person.
  ◦ Multiple accounts can view an application.
  ◦ Only one account can edit.

Preferable for the organization account to use the email address of the primary contact for the grants

The email that is used to create the grant application will be the email that gets system-generated correspondence
Create an Online Account

Please Sign In

Welcome to the Maryland Historical Trust’s Grant Application System.

You may use this system to:
- Start a new application.
- Access and continue working on a saved application.
- View Applications you have submitted.
- Submit post-grant summaries or other reports.

If you have never used our system, click the New Applicant link below.
If your organization has used this system before and you have the login information, please enter it below.
If you are filling out applications on behalf of multiple organizations, please use each organization's UNIQUE email address for each application.

Please contact us if you have questions about this process.

E-mail

Password

New Applicant?

Forgot Password?

Login
Create an Online Account

New Applicant?

An account allows you to access your saved and submitted applications at any time. It also allows us to send you a submission confirmation e-mail and notify you if additional information is necessary to process your application.

E-mail

Confirm E-mail

Password (must contain at least 5 characters, with both letters and numbers)

Confirm Password

Continue

Return to login
Eligibility Questions

These questions determine if you are eligible to apply:

- Is your project located in a Certified Heritage Area?
  - Multi-HA projects, just choose one at this stage
- Is your organization eligible?
  - Must be Non-Profit, local, state or federal government entity
  - No businesses or private individuals are eligible

If you are not able to answer both these questions correctly, you will not be able to access the Intent to Apply form
FY2020 MARYLAND HERITAGE AREAS PROGRAM CAPITAL GRANT APPLICATION

Application Deadline (online submission):
11:59 pm on your local heritage area’s deadline (see page 16 of the Grant Guidelines).

The Maryland Heritage Areas Program Capital Grant promotes acquisition, development (construction), rehabilitation, and restoration projects that support and create heritage tourism infrastructure within the 13 Certified Heritage Areas.

Please read the following instructions before beginning your application:

- This grant application is for capital projects, i.e. projects relating to construction activities.
- Funds awarded in this application round will be available no sooner than July 11, 2019.
- Please review the program guidelines before beginning your grant application. The guidelines contain important information about grant amounts, project selection criteria, matching requirements, eligible costs, eligible applicants, and project timeline.
- We strongly recommend that you contact your local heritage area staff before applying to be sure your project is eligible and to obtain appropriate guidance.
- The grant application must be submitted online with all attachments by 11:59 p.m. on your local heritage area’s deadline (see the Grant Guidelines).
- Please note that all questions with a red asterisk (*) require answers. You will not be allowed to submit your application without first answering these questions, or uploading the required documents.
- When you have submitted your application successfully, you will see a confirmation message on the screen, and you will receive a confirmation email.

Notes on completing the online application:

- Please review the “Quick Start” guide available HERE before beginning your grant application. This document will give you valuable tips on how to use the online application system.
- For assistance with the online application process, please contact mht-grants@maryland.gov.
General Tips for the Online System:

All fields with a red asterisks (*) are required.

You can spell-check text boxes that have a checkmark (✓) next to them.

Word limits are listed below each text entry box. They do not show up on the printer-friendly version.

You can move from page to page by clicking the tabs along the top of the page.

Pages save when you click **Next** to access the next page. To manually save, click **SAVE and Finish Later**.
- “**SAVE and Finish Later**” will bring you back to the first Tab of the application.

Always have your answers saved in another document (not just the online form!).
Instructions

- Required before final submission

### Overview

**Organization Name**

**Grant Project Title**
The project title should refer to the property and specific activity for which funding is being requested.

FY2020 MARYLAND HERITAGE AREAS PROGRAM CAPITAL GRANT

Application Deadline (online submission)
11:59 pm on your local heritage area’s deadline (see page 16)

The Maryland Heritage Areas Program Capital Grant promotes acquisition, development (construction), rehabilitation, and restoration projects...
PROGRAM CAPITAL GRANT APPLICATION

Online submission:

Please (see page 16 of the Grant Guidelines).

Restoration projects that support and create heritage tourism infrastructure within the 13 Certified Heritage Areas.
What does the application look like?
Save Your Work:

The system will time out after **45 Minutes**

If you do not save before it times out, you will lose your work.

Even if you are typing, if you haven’t saved or changed pages, the system thinks you aren’t active.
Continue Your Intent-to-Apply or Application:

To get back to a saved Intent to Apply or application form in progress, go directly to the My Account page

(2 ways to access):
- [https://www.grantrequest.com/SID_1777/?SA=AM](https://www.grantrequest.com/SID_1777/?SA=AM)
- Click the My Grant Applications button on the MHT website

Do not click on the link to the Intent to Apply once you have begun your application – that will start a new application
Submitting your Intent To Apply

After you Review your Intent to Apply, you may wish to print a copy for your records.

You can print a copy by clicking the Printer-Friendly Version link in the upper right corner.

When you are ready, and have reviewed the document for errors, Click Submit. **You won’t see a submit button until you have clicked Review.**

You will see a confirmation message at the top of the page, and receive an email confirmation as well.
Begin Your Full Application

Once you submit an Intent to Apply form and MHAA staff process your Intent to Apply form, the full application will be released to your account.

You will access it by logging into “My Grant Account.”

Consult with your local heritage area staff before beginning your full application. They will give you feedback that can help your application.
Begin Your Full Application

On your Account Page, in the upper left corner, under New, you will see the link to the Full application.
Uploading Documents

Click the **Browse** button next to the upload field.

Browse to the location of the document on your computer.

Highlight the document, and click **Open** or **Ok**.

Click the **Upload** button.

**Note** – On the Attachments tab, you will need to title your uploads, and can upload multiple documents.
Attachments Tab

Uploaded Files

<table>
<thead>
<tr>
<th>Title</th>
<th>File Name</th>
<th>Uploaded</th>
</tr>
</thead>
<tbody>
<tr>
<td>example</td>
<td>MHAA FY2017 amended budget 5-7-18.xls</td>
<td>12/19/2018</td>
</tr>
</tbody>
</table>

Total size of uploaded files
Available

Please use this page to upload the following types of items:

- Photographs,
- Photograph Descriptions,
- Architectural or Engineering Drawings Specifications or Reports,
- Historic Structures Reports or Archeological Studies,
- Contractors' Estimates as directly relevant to the proposed project,
- Other items you wish to include, or
- Other items you were not able to upload earlier in your application.
Reviewing Your Application

Your application is complete when:

- You have filled in all required fields
- You have uploaded all required documents

When that is all done, you will click the **Review My Application** tab.

If you have missed any required items, they will be identified in red.
Submitting Your Application

You must resolve all outstanding problems before you will see a Submit button.

Keep in mind that while some fields are not required to hit submit (no red asterisk), that does not mean you should leave fields blank – if indicated in the text, and they apply to you, they are still required.

When you submit, you will receive confirmation on the screen and confirmation via email.

You cannot make any changes to an application once it has been submitted, unless it is “released” back to you.
Any Questions?

Jennifer Ruffner
Administrator
410-697-9586
jen.ruffner@maryland.gov

Ennis Barbery Smith
Assistant Administrator
410-697-9555
ennis.smith@maryland.gov

mht.maryland.gov/heritageareas.shtml