MOHF Grant Process – Quick Step Guide

Step 1: Review Documents
Review MOHF webpage for all application information.

Step 2: Draft Preliminary Summary Application Form
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Step 3: Request Sponsorship
Email Authorized Natural Resource Agency Representative (listed below) the Preliminary Summary Application Form by Jan 15 (spring) & Jul 15 (fall) requesting sponsorship approval.

MOHF Authorized Natural Resource Agency Sponsor List:
- Baxter State Park Authority – Eben Sypitkowski 207-731-3621
- ME Dept. of Agriculture, Conservation & Forestry - Tom Gordon 207-287-4986
- ME Dept. of Environmental Protection - Mark Margerum 207-287-7842
- ME Dept. of Inland Fisheries & Wildlife – Bethany Atkins 207-287-5878
- ME Dept. of Marine Resources - Rochelle Nutting 207-624-6556
- Saco River Corridor Commission - Dalyn Houser 207-625-8123
- Saint Croix International Waterway Commission - Heather Almeda 506-466-7550
- Soil & Water Conservation Dist. - Carol Weymouth 207-852-8184
- Wells National Estuarine Research Reserve - Paul Dest 207-646-1555

Step 4: Prepare & Submit Full Application
After receiving sponsorship approval from the Authorized Natural Resource Agency Representative, prepare full application while following Full Grant Proposal Requirements. Submit 10 copies of full application package by Feb 20 (spring) & Aug 20 (fall). Contact MOHF Secretariat with questions.

Step 5: Attend MOHF Board Meeting
Applicants are encouraged to attend the MOHF Board meeting where applications will be reviewed and selected. Dates will be posted on the MOHF website and notices will be emailed.

Step 6: Receive Award Notification
Applicants will receive notification of Board decision from MOHF Secretariat.

Step 7: Follow Award Reporting Requirements
Awardees must follow Grant Awardee Funding and Reporting Requirements.