



**COUNTY OF MERCER**  
**DIVISION OF CULTURE & HERITAGE**  
McDADE ADMINISTRATION BUILDING  
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## **Mercer County 250th Implementation Mini-Grant Program**

### **Grant and Narrative Requirements**

#### **About this mini-grant - (March 2 - April 3, 2026)**

The **Mercer County 250th Implementation Mini-Grant Program** provides funding to eligible Mercer County nonprofit organizations to support the implementation of ongoing or upcoming programs, projects, and events connected to the 250th anniversary of the United States' Declaration of Independence.

This funding is intended to help bring well-developed ideas to life or strengthen initiatives already in progress. Supported activities should clearly align with the goals of the America250 initiative and contribute to a dynamic and engaging calendar of commemorative events across Mercer County.

While collaboration is not required, projects that incorporate partnerships, encourage broad public participation, or foster cross-sector cooperation are encouraged. Applicants should also outline how funds will be used to advance their project's success, how outcomes will be measured, and how the initiative will create meaningful and lasting impact within the community.

Funds may only be used for expenses directly related to the implementation of ongoing or upcoming history programs, projects, or events that commemorate and align with the goals of America's 250<sup>th</sup> anniversary. They may not be used for any regular programs or for general administrative support. Funds may not be used to pay or reimburse regular staff, volunteers or board members of applicant organizations. **Funds MUST be used in 2026.**

**Request levels:** Grant requests of **\$500 - \$2,000** will be considered

**Possible use of funds (suggested but not limited to):**

- Event production expenses (venue rental, staging, tents, seating, permits, security)
- Honoraria or speaker fees for historians, educators, or history re-enactors
- Marketing and promotional materials (print, digital advertising, social media campaigns)
- Design, printing, and distribution of educational or interpretive materials
- Exhibition or display materials (panels, signage, installation costs)
- Program supplies and activity materials
- Audio/visual equipment rental or technical support
- Accessibility accommodations (ASL interpreters, captioning, translation services, ADA equipment rentals)
- Transportation costs related to program delivery (bus rentals, travel stipends for participants or presenters)
- Documentation and media production (photography, videography, livestream services)
- Community engagement activities (workshops, public forums, interactive installations)

**Additional Eligibility requirements:** In addition to the grant requirements outlined above, applications must also comply with basic Mercer County History Regrant eligibility requirements. A link to those guidelines is included in the announcement and available on the Mercer County website.

Funding for this mini-grant is provided through the New Jersey Historical Commission (NJHC). The following considerations apply:

- Organizations who have received direct funding from the New Jersey Historical Commission for FY2026 are ineligible.
- Non-history organizations are eligible to apply but must engage a qualified historian as part of their project to be considered for funding.

- Funding from this mini-grant (or the regular History Grant) cannot go towards stipends for artists (actors, musicians, dancers, etc.). Historical re-enactors ARE eligible (if deemed creditable).
- The same ineligible use of grant funds for History Grant Special Project applications apply to the mini-grant. This includes the following ineligible expenses:
  - Acquisitions of any sort, including artifacts and collections
  - Capital improvements to grounds and building exteriors or removal/addition of interior walls
  - Deficits; Endowments; Scholarships/prizes
  - Restoration or preservation of structures
  - Projects in religious or ethnic institutions that do not actively seek a wide public and general audience
  - Staff salaries for regular organizational staff
  - Refreshments/hospitality at meetings, lectures, seminars, etc.

**Narrative:** Please provide a 1–2 page narrative (12pt, Times New Roman font) outlining the proposed use of funds, including how the requested grant amount was determined. The narrative should also include a brief project timeline, identify the project supervisor, and describe the anticipated final product. The narrative **MUST** clearly identify how each dollar amount requested will be spent. (e.g. \$100 for each speaker; \$500 for printing programs; \$300 for display, etc.).

**\*Although projects may extend into 2027 or beyond, all awarded funds must be expended between January 1 and December 31, 2026.**

## Application Form:

Carefully read the Mini-Grant Guidelines and Narrative Requirements before completing this Application.

By **April 3, 2026** you must submit **one digital copy** of the completed application (including narrative and any support materials) with original signatures to [cjohnstone@mercercounty.org](mailto:cjohnstone@mercercounty.org) and **one hard copy** mailed to:

The Mercer County Division of Culture & Heritage  
640 South Broad Street  
Trenton, NJ 08611 (Room 417)

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### **General Information:**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Federal ID: \_\_\_\_\_

US Congressional District: \_\_\_\_\_ NJ Legislative District: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Program/Project Director: \_\_\_\_\_

*(if different than contact above)*

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

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### **Grant Request Amount:**

\$

(rounded up to the nearest dollar)

*Grants of \$500 – 2,000 will be considered*

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**Summary Statement of Program/Project:** (50 words or less)

*\*Note information from this summary statement may be used for publicity purposes*

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**Support Materials:**

While not required, support materials are strongly encouraged to enhance your application. Applicants may upload up to four (4) supporting items.

- Examples of acceptable materials include, but are not limited to:
- Event flyers (draft or final versions)
- Links to social media content, videos, or other digital media
- Event programs, brochures, or posters
- Biographies of speakers or re-enactors
- Project timelines or work plans
- Photographs from past events
- Testimonials or letters of support
- Other relevant materials that strengthen your proposal

*Support materials should be clearly labeled and directly related to the proposed project.*

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**Authorization:**

I understand that all pages of this application and attachments constitute part of the Mercer County 250th Implementation Mini-Grant Program 2026 application. And I certify that all statements in this application are true to the best of my knowledge. I hereby release the County of Mercer, its employees, its Board of County Commissioners and any of its agents from any liability and/or responsibility concerning any submission of materials to this Regrant program.

I further certify that any funds received under the Mercer County 250th Implementation Mini-Grant Program will be used exclusively for the purpose/s set forth in this application unless formally amended in a written document signed by and agreed to by all parties involved.

In addition, I understand that by accepting grant support through this Mercer County 250th Implementation Mini-Grant Program 2026, our organization is expressly representing that it intends to offer historically viable public programming as part of the State of New Jersey's celebration of 250th anniversary of the founding of the United States.

I also understand and agree that submission of this application signifies intention to comply with Title VII of the Civil Rights Act of 1964 (PL 88-352), with Labor Standards under Section 501 of the National Foundation on the Arts and Humanities Act of 1965 (PL 185-209), Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Chief Administrative Officer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

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**\*Attach your 1 – 2 page narrative \***