

Maryland State Department of Education  
200 West Baltimore Street  
Baltimore, Maryland 21201

Deadline  
July 15, 2025  
No later than 5:00 p.m. EDT

Application for Participation

**Maggie McIntosh School Arts Fund FY 2026**

MARYLAND STATE DEPARTMENT OF EDUCATION

Carey M. Wright, Ed.D.   
State Superintendent of Schools

**Tenette Smith, Ed.D.**  
Deputy State Superintendent  
Office of Teaching and Learning

Wes MooreGovernor

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# Instructions

1. Complete this application electronically by typing directly into the fillable fields and charts.
2. Do not alter or remove sections.
3. When finished, save the application document as a pdf to your computer and obtain appropriate signatures.
4. The signed and completed application should be saved as a single pdf document and emailed as an attachment to [elizabeth.devereux@maryland.gov](mailto:elizabeth.devereux@maryland.gov) with the subject “Arts Education in Maryland Schools Fine Arts Initiative FY 2026 Grant Application Submission”.

# Proposal Cover Page

Project Title:

Name of Contact Person:

Contact Person Phone:

Contact Person Email:

Institution/Agency Name:

Institution/Agency Address:

Financial Contact Name:

Financial Contact Email:

Amount of the request for grant period (July 1, 2025 – June 30, 2026): $250,000

(Should agree with Proposed Budget)

Agency Head (Printed Name and Title) Date

Signature of Agency Head Date

# Project Proposal

| **Project Proposal**  **Refer to the Project Proposal section of the Grant Information Guide for further detail.** |
| --- |
| Project Description: |
| Narrative and Purpose: |
| Goals and Measurable Outcomes: |

| **Activity Plan and Timeline\*** | | | | |
| --- | --- | --- | --- | --- |
| **Activity** | **Person/People Responsible** | **Milestone Dates/ Interim Deadlines**  **(Month, Range, Division of Costs if Ongoing Activity)** | **Date of Completion/ Deadline**  **(Month, Range, Ongoing)** | **Additional Notes**  **(if applicable)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\*Please add additional rows for each grant activity, as necessary.

| **Project Proposal - continued**  **Refer to the Project Proposal section of the Grant Information Guide for further detail.** |
| --- |
| Evaluation and Dissemination: |

| **Signature** | |
| --- | --- |
|  |  |
| Agency Head (Printed Name and Title) | Signature of Agency Head |

# Budget and Budget Narrative

Please provide a detailed description of the requested funds that will be spent by using the categories listed below. Add more rows if needed. An MSDE [Grant Budget C-1-25](https://www.marylandpublicschools.org/about/Documents/Grants/GrantForms-12-10-2020.xls) form must also be completed, signed, and submitted as an appendix.

## 1. Salaries and Wages (List)

| Line Item | Calculation | Requested | In-Kind | Total |
| --- | --- | --- | --- | --- |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  | Total for Salaries and Wages: | $ | $ | $ |

Using the space below, explain how the costs for salaries and wages above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

## 2. Contracted Services

| Line Item | Calculation | Requested | In-Kind | Total |
| --- | --- | --- | --- | --- |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  | Total for Contracted Services: | $ | $ | $ |

Using the space below, explain how the costs for contracted services above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

## 3. Supplies and Materials

| Line Item | Calculation | Requested | In-Kind | Total |
| --- | --- | --- | --- | --- |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  | Total for Supplies and Materials: | $ | $ | $ |

Using the space below, explain how the costs for supplies and materials above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

## 4. Other Charges

| Line Item | Calculation | Requested | In-Kind | Total |
| --- | --- | --- | --- | --- |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  | Total for Other Charges: | $ | $ | $ |

Using the space below, explain how the costs for other charges above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

## 5. Equipment

| Line Item | Calculation | Requested | In-Kind | Total |
| --- | --- | --- | --- | --- |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  | Total for Equipment: | $ | $ | $ |

Using the space below, explain how the costs for equipment above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

## 6. TransferS (Indirect Costs)

| Line Item | Calculation | Requested | In-Kind | Total |
| --- | --- | --- | --- | --- |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  | Total for Transfers: | $ | $ | $ |

Using the space below, explain how the costs for transfers above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

|  |
| --- |
| **Total amount requested: $** |

# Appendices

The following appendices must be included. Include other appendices as deemed necessary.

Appendix A: [A signed recipient assurances page](https://www.marylandpublicschools.org/about/Pages/OFPOS/GAC/Forms.aspx)

Appendix B: [A signed C-1-25 MSDE budget form](https://www.marylandpublicschools.org/about/Pages/OFPOS/GAC/Forms.aspx)

Appendix C: Taxpayer identification number and certification ([W-9 Form](https://www.irs.gov/pub/irs-pdf/fw9.pdf))