Match & Sample Match Summary Worksheet
Ohio History Fund of the Ohio History Connection

Match is proof of the applicant's and the community's support of a History Fund project. Sharing detailed information about match amounts also helps us document and publicize the many ways applicants leverage other support with the History Fund. List the donor, source, kind, amount, and status for each match.

Donor: Identifies who or what is providing the match, whether an individual, the applicant organization, a community foundation, or a unit of local government. Rather than listing every individual donor separately, individual donors may be listed as a group.

Source: The origin of the contribution – where it came from. For example: general operating funds, other grants, or donations to the project.

Kind: Type of contribution, whether cash, volunteer labor, or donated materials and supplies, etc.

Status: Is the match in hand (Confirmed), or are you awaiting a decision (Pending)?

Note: Secure most of the matching support for your project prior to submitting the application (if not all). Applications that show most matching support "confirmed" compete better against applications that show matches "pending."

Reminder: In the narrative section "Project Design and Resources" indicate how you plan to complete the project if sources of match labeled "pending" do not materialize.

Record the total amount of Match from the Master Budget Worksheet in the Grant Project Section of the application.

The percentage of the Match must meet the minimum required for the category of grant for which you are applying:

- **Bricks & Mortar**: Match Requirement: 60/40. The grant will pay 60% of the total cost of a project and the applicant will be responsible for a 40% match.
    - Example: for a $15,000 project, the History Fund would provide $9,000. The applicant's match would be $6,000.

- **Programs & Collections:** Match Requirement: 60/40. The grant will pay 60% of the total cost of a project and the applicant will be responsible for a 40% match.
    - Example: for a $10,000 project, the History Fund would provide $6,000. The applicant's match would be $4,000.

- **Organizational Development:** Match Requirement: 80/20. The grant will pay 80% of the total cost of a project and the applicant will be responsible for a 20% match.
  - Example: for a $1,000 project, the History Fund grant would provide up to $800 and applicant's match would be $200.

See the History Fund's *Guidelines* for more information.

Note: Applications with *incomplete* Match Summary Worksheets *will not be considered*.

Sample Match Summary Worksheet

Match Summary Worksheet
History Fund

Grant Project Title: Anytown Historical Society Collection Storage Project

Applicant Organization: Anytown Historical Society

Match Summary

Donor	Source	Kind	Amount	Pending or Confirmed?
Counter & Associates (proj. bookkeeper)	general operating funds	donated labor	$ 420.00	confirmed
Anytown Historical Society (curator)	gen. oper. funds	staff labor	$ 345.00	confirmed
Anytown Historical Society (volunteers)	volunteer time	donated labor	$ 7,776.00	confirmed
Mary's Print Shop	gen. oper. funds	donated services and materials	$ 24.00	pending
		Total Match:	$ 8,565.00	