

2018-2019 Union County Cultural Coalition Cultural Enrichment Grant Application

Completed application must be received at PO Box 607, La Grande, OR 97850 by 5:00PM, December 31, 2018 to be considered.

INTRODUCTION

The Union County Cultural Coalition (UCCC) grant funding comes from the Oregon Cultural Trust. The UCCC supports the arts and cultural enrichment of Union County through promotion and increased awareness of the arts and humanities.

PURPOSES OF THE RE-GRANTING PROGRAM

The UCCC provides direct support for arts and cultural projects through the re-granting of dollars from the Oregon Cultural Trust. Though projects may have far reaching aspects these grants are intended to help bring to fruition projects that will enhance the cultural diversity of Union County.

WHAT IS AVAILABLE

Awards are made up to \$500.00 per individual application.

WHO IS ELIGIBLE

All applicants must meet the following criteria:

- Cultural organizations and/or individuals may apply.
- Individual applicants must be 18 years of age or older.
- Applicants must be a resident of Union County, Oregon, at the time of application and at the time the award is granted or the project must significantly benefit Union County.
- Individual applicants must NOT be a current board member, subcommittee member, staff, or consultant for the Union County Cultural Coalition.
- UCCC Grants Application Review Committee members are NOT eligible to apply.
- Previous recipients of UCCC grants may apply but priority will be given to new applicants and applicants not awarded in the past two granting cycles. **Previous recipients** must also have submitted their Report Form **before the application deadline of December 31, 2018.**
- Previous awardees who fail to file a completed Recipient Report Form are no longer eligible for funding.

SELECTION CRITERIA

The foremost criterion the Selection Panel uses to evaluate an application is the excellence of the work represented in the Work Sample. The second criterion is the Selection Panel's subjective response to your project in comparison to other projects submitted. The final criterion is the reasonable likelihood that the project can be realized with UCCC support based on your budget and other sources of support and time.

Project budget cannot be solely comprised of UCCC funds. **This is a matching grant so all amounts requested from the UCCC must be met dollar for dollar through other granting or funding sources.** "Your own money" as a matching fund source is acceptable. Please see Project Budget page of application for details on matching funds.

SELECTION PROCESS

Evaluation of the applications and selection of projects to receive UCCC support will be performed by a Grants Application Review Panel. The panel is comprised of arts and culture professionals who are invited by the UCCC to serve. A UCCC Board member will facilitate as the panel chair and will then assemble the committee and organize the review. UCCC Board members who are arts or culture experts may serve on the Review Panel. Each Review Panel member must have expertise in a different arts or cultural discipline. All of the Review Panel names will be available after the grant recipients are selected and announced. The Union County Cultural Coalition Board will then approve applications recommended for funding by the Grants Application Review Panel. All applicants will be notified of the results in writing (e-mail). ****Please allow at least 4 weeks for the review and notification process.****

Grant recipients must submit a W-9 Form to receive the award.

REPORTING PROJECT OUTCOMES

Reporting project outcomes is required. Not filling a report with the UCCC by the due date will result in forfeiture of future funding eligibility. For reporting purposes, you will need to estimate the number of people that will benefit from your grant. Send completed report to: **REPORTS**, Union County Cultural Coalition, PO Box 607, La Grande, OR 97850.

Postmark your **Recipient Report Form** no later than **December 31, 2019.**

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Please type or print. The Selection Panel reviews this application form; *illegible applications will not be reviewed.*

LAST NAME: _____ FIRST NAME: _____

ADDRESS: _____ CITY: _____ ZIP: _____

PHONE (home): _____ PHONE (cell): _____ EMAIL: _____

Would you be willing to participate in a performance showcase or exhibition of your work? Yes No

Please list any UCCC grant funds that you have received in the past:

Date(s) _____ Amount(s) _____

Check the category of your grant (check one only):

- LITERARY ARTS (includes but is not limited to: fiction and poetry)
- MEDIA ARTS (includes but is not limited to: film, video and screenplays)
- PERFORMANCE ARTS (includes but is not limited to: dance, music, performance, theater and playwriting)
- VISUAL ARTS (includes but is not limited to: craft, ceramics, drawing, painting, photo, print, sculpture and installation)
- HERITAGE (includes but is not limited to: regional history, and cultural preservation)
- MARKETING (includes advertising and promotional materials)
- TECHNICAL (includes webpages and equipment)

I am submitting a Work Sample in the following format that best represents my category:

Submit in only one of the following formats.

- A manuscript and a copy of a work sample description
- 4 creative work samples on CD or DVD with printed list describing the work. Samples may be .jpg, or .mov.
- Photographs and/or publicity relating to my organization or event
- A link to my artist or organization's website: _____

BRIEF PROJECT DESCRIPTION

My work sample _____ IS _____ IS NOT related to my project.

PROJECT TITLE:

Describe your project to the Selection Panel using no more than two attached pages, describing how UCCC funding would be used towards the project. Though your project may be far-reaching, remember that you want a significant portion of your project to enrich Union County culture. Please address the following items or questions:

1. Give a brief background description / history about yourself or your organization.
2. Describe your proposal project in detail.
3. How is UCCC funding vital to the success of your project?
4. How will your project directly benefit / enrich the culture in Union County?

PROJECT BUDGET

The purpose of the Project Budget is to determine the feasibility of completing your project. **This is a matching grant so any amount requested from the UCCC must be met dollar for dollar through other sources.** The maximum award available from the UCCC is \$500. Please make sure to show the Selection Panel where the additional funding will come from. **Applications with incomplete Project Budgets will not be reviewed.**

Project Expenses		Matching Funds	
Materials & Supplies:	\$	Your own money:	\$
Equipment (rental/purchase)	\$	Donated Materials (list):	\$
Space Rental:	\$	•	\$
Insurance:	\$	•	\$
Promotion/marketing:	\$	•	\$
Other (describe):	\$	Private Foundations:	\$
•	\$	Business/Corporate:	\$
•	\$	Other (describe):	\$
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
Total Project Expense: *	\$	Matching Funds Subtotal:	\$
		Request to UCCC (\$500 max): *	\$
<i>* Note: project expense must be equal or greater than twice the amount requested from UCCC</i>			
		Total Project Income:	\$

APPLICATION CHECKLIST

All Items listed below are required. Incomplete application packets will not be reviewed. All applications must be sent by mail. Email applications will not be reviewed.

- Application Form** - Make one extra copy for you to keep with your records.
- Work Sample(s) or Work Sample Description** as indicated on page 1 of the application form
- Self-addressed envelope with proper postage** for the return of your Work Sample (optional)

ASSURANCES and RELEASE

I certify that I am eighteen years of age or older. I certify that all statements made on this application are true to the best of my knowledge. I acknowledge that the Union County Cultural Coalition is not liable for damage or loss of materials submitted. I give the UCCC permission to use my images for promotional materials. I acknowledge that I must submit a W-9 Form before I will receive my award.

Signature: _____ **Date:** _____

Applications Must Be Received by the Deadline: 5:00 PM, December 31, 2018

Union County Cultural Coalition
 Cultural Enrichment Grants Program
 PO Box 607
 La Grande, OR 97850