

# COOS COUNTY CULTURAL COALITION

## Grant Guidelines and Application

### Vision Statement

*The Coos County Cultural Coalition seeks to preserve, protect and promote a lively and meaningful cultural experience within Coos County.*

**It is recommended that the applicant refer to the Coos County Cultural Plan to complete this application. (A detailed description of priorities will be found on pages 3-6 of the Plan.)**

### Priorities

- |      |   |
|------|---|
| I.   | Increase appreciation of and participation in culture as a community value.             |
| II.  | Promote access to culture.  |
| III. | Increase public understanding of the connection between nature and Coos County culture. |
| IV.  | Support and promote coalitions between cultural entities.                               |
| V.   | Identify, preserve and promote county heritage.   |
| VI.  | Create a structure to gather, organize and disseminate information about culture.       |

### LIMITATIONS/RESTRICTIONS

Grant awards typically range from \$200-\$1200.

Previous recipients may apply, however only new projects will be considered.

Previous recipients who failed to complete evaluation/final report will be disqualified.

Grants will **NOT** be used for personnel salaries, personnel travel reimbursement, deficit reduction, infrastructure.

Grants will **NOT** be considered for **personal** equipment acquisition. Equipment purchases must address the disposition of the equipment at the end of project.

Grant awards are limited to projects which originate in and or benefit the residents of Coos County.

### \*SAMPLE PROJECT STRATEGIES

Networking with Coos County Agencies to create cultural programs

Subsidizing venue costs, transportation, tickets

Creating traveling programs/hosting traveling programs

Creating and maintaining internet resources

Publicity and printing

Project material and supplies

Supporting marketing and public relations efforts

Supporting advocacy efforts

Reaching new audiences

Creating programs in schools and other community venues

Developing workshops and activities

Supporting school subjects that are under-funded in traditional, public educational systems

**\*For additional examples refer to previous grant awards found on our website.**

# COOS COUNTY CULTURAL COALITION

## Grant Application

The format of this document enables the applicant to fill in the required information and print it out for postal mailing. Any changes made to the text of the application format may result in disqualification of the application. It is recommended that the applicant refer to the Coos County Cultural Plan to complete this Application. Applications must address our Vision Statement and Priorities. All grants made by CCCC are at the discretion of the CCCC Board.

***Please complete all sections and fill in all spaces, entering "NA" if not applicable. Incomplete applications may be rejected.***

### Project Title and Brief Description of Project

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### Applicant Information

Applicant Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Executive Director (if applicable) \_\_\_\_\_

Telephone, fax and e-mail of above \_\_\_\_\_

Contact Person Name \_\_\_\_\_

Telephone, fax and e-mail of above \_\_\_\_\_

Is applicant a tax-exempt non-profit? \_\_\_\_\_yes \_\_\_\_\_no

An Employer or Individual IRS Identification Number will be required if the application results in a monetary award.

Are you collaborating with any individuals, local non-profit organizations or other organizations on this project? \_\_\_\_\_yes \_\_\_\_\_no

If yes, provide names and contact information \_\_\_\_\_

\_\_\_\_\_

**Funding Information**

Amount Requested \$ \_\_\_\_\_ Total Cost of Project/program \$ \_\_\_\_\_

If funds for this project have been received or applied for from other local sources, please list:

Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Name: \_\_\_\_\_ Amount: \_\_\_\_\_

**Completion Date of Project** \_\_\_\_\_

**Project completion is expected within the calendar year, and the Final Evaluation Report is due as soon as reasonably possible after completion. If possible, project photos should be included for promotional use by the CCCC. Failure to provide a timely report will disqualify future applications. If it becomes apparent that your project will extend beyond one year, please submit your anticipated completion date, and the reason for the delay, in writing for consideration by the CCCC board no later than September 30. At that time an Interim Evaluation Report will also be required.**

**Please enter your answers to sections 1 - 8 in the space provided.  
If additional pages are needed, number them and attach them in the order listed.**

**Applicant and Project Information**  
**(attach additional pages as needed)**

1. Describe applicant's organization and/or field of work in some detail, including your primary activities and how long you have been engaged them as they relate to your request for funds.

2. Briefly describe the project for which funding is being requested including objectives, activities and timeline from beginning to end of proposal.

3. Why do you want to do this project, in terms of personal or artistic reasons and cultural contributions to the county?

4. Which specific Coos County Cultural Plan priority (or priorities) does your proposal address. Note as many as apply.

5. How many people will be involved with the project?

6. How will results or success of the project be measured and sustained?
  
7. Estimate the number of people in the community who will benefit from your project?
  
8. **How would you modify your project if it is only partially funded?**

### **Finances**

Please attach the following documents:

- A project or program budget for which this grant is being sought. Include all potential sources of revenue and an itemized list of all components of project for which this grant is sought. (required)
  
- Your current annual operating budget (required of organizations).
  
- Most recent completed year's financial statement (required of organizations) (expenses, revenue and balance sheet). Provide copy of audit (If available/ applicable).

### **Attachments**

- A list of your Board of Directors with addresses and phone numbers (required of organizations)
  
- A copy of your IRS determination letter (required of organizations)
  
- Letters of support/commitment
  
- Recent newsletter articles, newspaper clippings, evaluations or reviews (optional)

I certify that all the information included in this Grant Application, including budgets, attachments, and all supplementary material, is true, accurate and complete, and that all funds awarded will be used solely for the purposes specified in the award.

Signature of applicant \_\_\_\_\_

Printed name \_\_\_\_\_

Date \_\_\_\_\_

**CCCC reserves the right to withhold a grant award, contingent on the project receiving funds necessary to complete project. Other contingencies to funding may also apply.**

**Email Grant Application to: [info@ccculturalcoalition.org](mailto:info@ccculturalcoalition.org)**

Questions? Go to [www.ccculturalcoalition.org](http://www.ccculturalcoalition.org)  
or email [info@ccculturalcoalition.org](mailto:info@ccculturalcoalition.org).

Project completion is expected within the calendar year, and the Final Evaluation Report is due as soon as reasonably possible after completion. Failure to provide a timely report will disqualify future applications.

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**Applications Must Be Postmarked on or before October 31.**

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The Coos County Cultural Coalition is largely funded by the Oregon Cultural Trust in Salem. Additional funding is accepted from members of our Coos County community. All such contributions are deductible pursuant to the I.R.S. Code and Oregon State regulations.

Revised 2023