

2012 Union County Cultural Coalition Cultural Enrichment Grants Guidelines

ATTENTION! Completed application must be received by the UCCC no later than November 1, 2011
digital download this grant info at <http://www.unioncountyculture.org/>

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.
- 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 awardees that 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.**

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. **Please see the attached Recipient Report Form.** Send completed report to: **REPORTS**, Union County Cultural Coalition, PO Box 607 La Grande, OR 97850.

Postmark your **Recipient Report Form** no later than **July 31, 2012**.

Contact Mona Dinger, 541-962-7616, for further information.

2012 Union County Cultural Coalition Cultural Enrichment Grants Application

Completed application must be received by the UCCC no later than November 1, 2011

Please type or print neatly. 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, design, drawing, painting, photography, printmaking, sculpture and installation)
- HERITAGE (includes but is not limited to: regional history, and cultural preservation)

I am submitting a Work Sample in the following format:

Submit in only one of the following formats.

- 4 copies of a manuscript and 4 copies of a Work Sample Description
- 8 creative work samples on CD or DVD with printed list describing the work. Samples may be .jpg, or .mov.

BRIEF PROJECT DESCRIPTION

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

PROJECT TITLE: _____

Describe your project to the Selection Panel, and 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. Use only the space below.

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 cannot be reviewed.

PROJECT EXPENSES:		PROJECT INCOME	
Your time/fee:	\$ _____	Government Agency (list):	_____ \$ _____
Other fees:	\$ _____	_____	\$ _____
Materials & Supplies:	\$ _____	Private Foundations:	\$ _____
Equipment (rental/purchase):	\$ _____	Business/Corporate:	\$ _____
Space Rental:	\$ _____	Family/Friends/Individuals:	\$ _____
Insurance:	\$ _____	Your own money:	\$ _____
Promotion/marketing:	\$ _____	In-kind materials/services (list):	_____ \$ _____
Other (describe briefly):	_____ \$ _____	_____	\$ _____
	_____ \$ _____	_____	\$ _____
	_____ \$ _____	Other (explain):	_____ \$ _____
		_____	\$ _____
TOTAL PROJECT EXPENSE	\$ _____	REQUEST TO UCCC: (\$500 max)	\$ _____
		TOTAL PROJECT INCOME:	\$ _____

APPLICATION CHECKLIST

All Items listed below are required. Incomplete application packets can not be reviewed:

- 4 copies of pages 1 and 2 of the **Application Form** (Turn in 4. Copies made back to back are preferred.)
- Make one extra copy for you to keep with your records.
- 1 copy of **Resume**
- Work Sample(s)** as indicated on page 1 of the application form
- 1 copy of the **Work Sample Description**
- Self-addressed envelope with proper postage** for the return of your Work Sample

ASSURANCES

I certify that I am a Union County, Oregon, resident, that I have been a resident immediately prior to this application and will continue to be at least until the date Union County Cultural Coalition funds are granted. 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.

Signature: _____ Date: _____

Application Received Deadline: November 1, 2011 Attention! This is NOT a postmark deadline.

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

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