

LANE COUNTY CULTURAL COALITION
Cultural Opportunity Grant Guidelines and Application
(For projects occurring between July 1, 2008 and June 30, 2009)

Introduction

Cultural Opportunity Grants are funded by the Oregon Cultural Trust and administered by the Lane County Cultural Coalition. The intent of this grant program is to support and protect Oregon culture:

- Protect and stabilize cultural resources, creating a solid foundation for the future.
- Expand public awareness and improve the quality of arts, humanities and heritage.
- Increase access to and use of culture in Oregon.
- Ensure that Oregon-based cultural resources are strong and dynamic contributors to quality of life in Oregon's communities.

Cultural Coalition Vision Statement

The Lane County Cultural Coalition envisions a vibrant cultural life for the people of Lane County.

Cultural Coalition Mission Statement

The Lane County Cultural Coalition distributes grant funds in the areas of arts heritage and the humanities in accordance with The Coalition's Cultural Opportunity Grants and the direction of the Oregon Cultural Trust.

Purpose

Cultural Opportunity Grants provide county recognition and support to significant cultural programs and projects, preserving and enhancing Lane County's diverse arts, heritage and humanities efforts.

The Lane County Cultural Coalition has identified three priorities for funding. Applicants will be expected to address one of the three priorities with their application. These priorities are:

A) ACCESS Cultural activities in Lane County will be affordable, accessible and inclusive throughout Lane County.

Project Strategies may include, but are not limited to

- Subsidizing venue cost
- Subsidizing tickets
- Subsidizing transportation cost
- Creating traveling programs
- Creating and maintain Internet resources

B) AWARENESS Residents of Lane County will have increased knowledge of cultural activities.

Project Strategies may include, but are not limited to

- Supporting marketing and public relations efforts
- Supporting advocacy efforts

- Reaching new audiences
- Enhancing visibility and promoting cultural activities

C) EDUCATION Encourage cultural education and activities in Lane County.

Project Strategies may include, but are not limited to

- Creating programs in schools and other community venues
- Developing participatory workshops and activities
- Establishing mentorships
- Supporting subjects that are under-funded in traditional, public educational systems

Limitations

The following are not eligible for Cultural Opportunity Grant funding

- Tuition assistance for college, university, or other formal courses of study;
- Projects that have already been completed;
- Grants to offset project deficits; and
- Events whose primary purpose is to raise funds for a non-cultural cause.

To Apply

Applicants should complete:

- Section 1—Applicant Information
- Section 2—Project Information
- Section 3—Project Budget.

Guidelines for Grant Selection

The Coalition will review and score grant proposals according to how well they address the three priorities described above. Your proposal should state measurable qualitative and quantitative outcomes. A qualitative outcome speaks in terms of how programs have been positively impacted (e.g. how program was expanded or improved); a quantitative result speaks in terms of measurements and numbers (e.g. how many constituents served).

Grant Review Process

Applications submitted to the Lane County Cultural Coalition will be reviewed for eligibility, completeness and budget accuracy. Ineligible applications will be returned to applicants with an explanation. The Coalition will announce awards and the Coalition’s fiscal agent, Lane Arts Council, will disburse funds.

Criteria for Grant Selection

- Did the proposal outline how the project would further the Coalition’s priorities of access, awareness, and education?
- Does the proposal reflect collaboration or partnerships with other cultural individuals and/or organizations in Lane County?

BENCHMARK FOR GRANT PROJECTS

The Coalition will evaluate the success of each Project at the end of each grant period based on a required report from each grantee.

- Did the recipient meet the priorities, strategies and benchmarks laid out in its proposal? Was the project successful?

Benchmarks for Coalition Self-Evaluation

- How many of the recipients met their benchmarks?
- Did the projects further the Coalition's priorities of access, awareness and education?
- Did the Coalition distribute funds to each of the three disciplines of arts, humanities and heritage?
- Was the Coalition successful in distributing funds to rural and urban Lane County?

Deadline: Friday, April 18, 2008, 4:00 p.m.

Completed applications should be mailed or delivered to:

Cultural Opportunities Grants
c/o Lane Arts Council
1590 Willamette St., Suite 200
Eugene, OR 97401

Final reports: Individuals and organizations receiving Cultural Opportunity Grants must complete a Final Evaluation of Cultural Opportunity Grant Funds form provided by the Cultural Coalition. Reports must be submitted within sixty (60) days of completion of the grant period. All grantees are subject to audit by the Oregon Cultural Trust.

II. Project Information

1. What is the timeline for the project? _____

2. What is the budget for the program/project? \$ _____
3. Please provide a brief description of the individual/organizational capacity to successfully accomplish the project. _____

4. Please describe the communities, audiences and individuals that the project will benefit (who and number benefiting). _____

5. List the groups and/or individuals (if any) with whom you will collaborate on this project. _____

6. Please explain how you will measure (number of individuals benefited, works created, number of exhibits/activities) and evaluate the success of the program or project. _____

Project Information

Note: For the 2008 grant cycle, the Lane County Cultural Coalition anticipates awarding total grants of approximately \$20,000.

Direct Project Expenses

Artists' Fees _____
Honoraria _____
Stipends _____
Production/Technical Personnel _____
Administrative Personnel _____
Marketing _____
Printing/Duplicating _____
Space Rental _____
Project Materials _____
Other..... _____

Total Project Expenses..... \$ _____ *

Direct Project Income

AMOUNT OF THIS REQUEST _____
Other Project Income (Cash):
Admissions _____
Fees..... _____
Other Grants _____
Sponsors..... _____
Donations..... _____
Applicant Cash..... _____
Value of In-kind support _____
(Specify type of *in-kind*;) _____

Total Project Income..... \$ _____ *

***Total Expense must equal Total Income**

IV. Authorization

The undersigned certifies that they are authorized to represent the organization applying for a grant and that the information contained in this application is accurate. The undersigned agrees that if a grant is awarded to the organization: (1) the grant will be used for the purpose outlined in the grant award letter and may not be expended for any other purpose without prior written approval from the Lane County Cultural Coalition 2) information about the organization and the grant may be used by the Oregon Cultural Trust in any published materials.

Signature of Individual/Executive Director or Board Chair _____ Date _____

Application Checklist:

- ___ Thirteen copies of the application (three-hole punched)
- ___ Current organization budget (single copy)
- ___ Copy of IRS tax determination letter (if applicant is not-for-profit organization)
- ___ Site owner's statement of commitment (if appropriate for your project)
- ___ Stamped, self-addressed envelope (if return requested)

Mail or deliver all materials in one complete package to:

**Cultural Opportunity Grant
c/o LANE ARTS COUNCIL
1590 Willamette St. #200
Eugene OR 97401**

Receipt Deadline: Tuesday, April 15, 2008, 4:00 p.m.

NOTE: The Lane Arts Council office closes at 4:00.