



# Umatilla County Cultural Coalition

2012-2013  
GRANT INFORMATION

## APPLYING FOR A GRANT

Review the FAQs and Umatilla County Cultural Plan goals (see enclosed) to determine your project's eligibility.

Complete and submit **12 copies** of the following:

- 1) Grant Application Cover Page (see enclosed)
- 2) A separate narrative proposal. Please describe **briefly**:
  - a) The group or organization responsible for the project.
  - b) Major project activity or activities, timeline, and location.
  - c) Who will benefit, directly and indirectly, from the grant including the total estimated number served.
  - d) How the project meets the goals (one or more) of the Umatilla County Cultural Plan as listed below. Please note that we will not be able to consider your request without this information.
  - e) How you will evaluate whether or not your project succeeded in meeting those goals.
- 3) A project budget. Include additional funding sources, if any. Please be as specific as possible with regards to quotes or sourcing for necessary purchases.

Applications must be received no later than **4 pm on Friday, October 5, 2012**. Drop off or mail to UCCC c/o Heritage Station Museum, P.O. Box 253 (108 S.W. Frazer Avenue) Pendleton, OR 97801. We will not be able to accept post-marked applications received after this date.

The UCCC may request additional information of your project contact person.

Grant applications will be reviewed by the Commission in late February and all applicants will be notified of the Commission's decision by early November 2012.

Funds received from the UCCC must be expended as proposed by June 14, 2013.

Upon completion of a funded project, a final report/evaluation must be submitted to the UCCC no later than June 28, 2013.

## FAQs

### How much money may I request?

Keep in mind the amount of funds available for allocation is limited (see below for 2011-12 grants awarded). If your project is a large one, you may want to consider requesting only partial funding, especially if you have other funding sources. If your project is small and you have no other funding sources, then you may request full funding. Keep in mind that even if you request full funding, the Coalition may only be able to support partial funding of your project.

## Umatilla County Cultural Coalition 2011-2012 Grant Information - Continued

### 2011-2012 GRANT ALLOCATIONS - Total Allocated: \$10,786

- Details ArtWalk Brochure - Desert Arts Council - \$1180
- Fiddler Artist in Residence - Pilot Rock Elementary - \$381
- "Our Main Street" - A Community Mapping Field Trip - Sherwood Elementary - \$693
- Puppets as Learning Tool To Enhance Imagination - \$722.02
- Harvest Time Fine Art Show - Milton-Freewater - \$1,000
- Arts Have Class - Arts Council of Pendleton - \$1,000
- Athena Public Library Local History Materials - \$600
- Exploratory Field Trip - Clara Brownell Middle School - \$732
- Echo to Ashland II - Echo Drama Club - \$1012
- Artist in Residence - McKay Creek Elementary School - \$750
- A-Sharp Players Scholarship Fund - Oregon East Symphony - \$480
- Music Purchase - Sherwood and McKay School Choirs - \$240
- PAM Field Trip - Stanfield Secondary School - \$800
- Exhibit Enhancement "The Automobile Comes to Umatilla County" - Umatilla County Historical Society - \$500
- Weston Cataloguing Local Artifacts and Oral Histories Project - Umatilla Counties Pioneers Association/Weston Historical Society - \$696

#### May I request funds for a multi-year project?

Only if UCCC funds are *spent and used* within the grant cycle (usually November -June). Keep in mind you will need to submit a report by the end of June stating how the funds were used and evaluating the success of your project in meeting UCCC goals.

#### Are there any projects or items unlikely or even prohibited from being approved?

Grant funds are allocated for those projects that best meet UCCC goals (see attached list). However, there are certain items, such as consumable office supplies and cash awards, that are not normally covered by grant funds. ***A special note about school busing expenditures:*** Keep in mind that busing costs for most educational school trips qualify for federal subsidies. Talk to your school administrator to see if your trip qualifies for this subsidy. If it does, please indicate this on your budget and *only* request the amount that will not be subsidized.

#### Do I need to verify my budget figures with actual quotes?

As much as possible, please identify the source of your budget figures whether they are estimates only, or if you received an actual bid or quote from a company or individual. The latter is preferable for the purchase of specific equipment or services.

#### I have other funding sources, will that hurt or help my chances?

That depends on how clearly you present your budget. You must identify exactly how and where UCCC funds will be used in comparison to other funds. The key point is showing how UCCC funds are vital to your project and directly linked to UCCC goals.

#### My project is scheduled for the summer months. May I request funds?

No, unfortunately not at this time.

#### Who needs to sign the grant application?

Along with the project contact person, we also request that someone responsible for your organization's leadership and funds also sign the application as applicable. This could be an executive director, board representative, or school principal.

## CONTACT INFORMATION

If you have additional questions, please contact Annie Tester, UCCC Chairperson (umatillacountyculture@gmail.com), or any one of the UCCC Commission members.



# Umatilla County Cultural Coalition

## GOALS OF THE UMATILLA COUNTY CULTURAL PLAN

The Goals of the Umatilla County Cultural Plan are listed below. In order to be considered for grant funding from the Coalition, applications must address one or more of these goals.

- 1) **Enrich the Arts, Heritage and Humanities through effective communication that brings people together.**
  - *Strategy 1:* Enhance countywide networks
  - *Quantitative Benchmark:* Develop and fund a countywide website for the dissemination of cultural information.
  - *Qualitative Indicators of Success:*
    - o Improved arts, heritage and humanities communication in the countywide community by increasing the number of hits on the website.
    - o Greater awareness of events
    - o Reduction in scheduling conflicts.
  
- 2) **Develop awareness and provide opportunities to experience Arts, Heritage, and Humanities.**
  - *Strategy 1:* Increase exposure in schools (kindergarten through 12<sup>th</sup> grade) including, but not limited to the following means:
    - o Artists in the schools
    - o Guest speakers
    - o Tours and field trips
    - o Curriculum development
    - o Youth voice and participation in developing programs
    - o Promotion of extra-curricular and community events
  - *Strategy 1:* Cultural life-long learning opportunities by:
    - o Nurturing artists
    - o Nurturing the creative process
    - o Expanding the worldview by connecting to resources beyond our communities.
  - *Quantitative Benchmark:* Number of grants awarded to new projects designed to develop awareness and provide opportunities to experience heritage, arts and humanities, number of residents and visitors who benefit from the new cultural activities.
  - *Qualitative Indicator of Success:*
    - o Increased involvement of schools in developing awareness and cultural opportunities for youth.
    - o Increased coordination of and utilization of resources to maximize attendance at cultural events.
  
- 3) **Inventory and/or preserve historical materials and sites.**
  - *Strategy 1:* Reclaim local artifacts
  - *Strategy 2:* Collect and preserve historical documents
  - *Strategy 3:* Capture and organize oral histories

(cont.)

## Umatilla County Cultural Plan Goals - Continued

- *Strategy 4:* Inventory and care for historic trees
  - *Strategy 5:* Inventory and preserve Umatilla County's historical sites and architecture.
  - *Quantitative Benchmarks:*
    - o Number of grants awarded to projects designed to collect and preserve local history. Number of historical documents, artifacts, oral histories, historic trees and sites protected or preserved.
    - o Number of county residents benefiting.
  - *Qualitative Indicator of Success:* Greater awareness of or accessibility to historical resources.
- 4) **Develop aesthetic components that enhance quality of life in communities.**
- *Strategy 1:* Inventory current public art
  - *Strategy 2:* Promote development of public art, beautification projects, and cultural identity branding.
  - *Quantitative Benchmark:* Number of grants awarded to inventory and/or develop aesthetic components of the communities.
  - *Qualitative Indicator of Success:* Greater awareness of and accessibility to public art.
- 5) **Develop adequate venues for the Arts, Heritage and Humanities.**
- *Strategy 1:* Support efforts to provide and maintain adequate cultural facilities throughout the county.
  - *Quantitative Benchmarks:*
    - o Number of grants awarded to provide and maintain adequate cultural facilities for the arts, heritage and humanities throughout the County.
    - o Number of cultural facilities throughout the county.
  - *Qualitative Indicator of Success:* Improved maintenance of cultural facilities.
- 6) **Create a greater awareness of the Oregon Cultural Trust, the Umatilla County Cultural Coalition, and the Community Participation Grant program.**
- *Strategy 1:* Conduct annual awareness campaign to promote the value of cultural throughout the county.
  - *Strategy 2:* Maintain an ongoing Umatilla County Cultural Coalition that represents Arts, Heritage and Humanities.
  - *Strategy 3:* Solicit projects that meet the goals of the Umatilla County Cultural Plan.
  - *Strategy 4:* Disburse funds in support of projects that meet the goals of the Umatilla County Cultural Plan.
  - *Strategy 5:* Publicize the awards. Make an annual report to the Umatilla County Commissioners, Oregon Cultural Trust, and to the public through the media.
  - *Quantitative Benchmarks:*
    - o Development of solid information about the value of culture across Umatilla County.
    - o At least once per year, present information through media, direct mailings to cultural organizations, and website, etc.
    - o Number of donors from Umatilla County giving to the Oregon Cultural Trust.
  - *Qualitative Indicators of Success:* Increased awareness of culture across the county.

The complete Umatilla County Cultural Plan is available online at  
[www.umatillacountyculture.org](http://www.umatillacountyculture.org).



# Umatilla County Cultural Coalition

## GRANT APPLICATION COVER PAGE

### Application Information

Project Name: \_\_\_\_\_

Applicant Group: \_\_\_\_\_

Project Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

Amount requested: \_\_\_\_\_

**Application Checklist:** Please enclose **12 copies** of the application package, collated and stapled (double-sided is acceptable), each including:

- Cover page     
  Narrative     
  Project Budget

### Please Note

- Applications (cover page, narrative and budget) must be received by 4 pm on Friday, October 5, 2012.
- Drop off or mail to UCCC c/o Heritage Station Museum, P.O. Box 253 (108 S.W. Frazer Avenue) Pendleton, OR 97801.
- All monies must be expended as proposed by June 14, 2013.
- If awarded grant funds, a final report/evaluation of your project must be completed and returned to UCCC at P.O. Box 253, Pendleton, OR 97801 by June 28, 2013.

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Signature of Project Contact Person Date

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Authorizing Signature of Person Responsible for Grant Funds *(if applicable, see FAQs)* Date

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Printed Name Title