



# Umatilla County Cultural Coalition

## Representing the Arts, Heritage & Humanities in Umatilla County, Oregon

2014-15 Commission

October 1, 2014

*Chairperson*  
Annie Tester  
Pilot Rock

Dear Umatilla County Cultural Leader,

*Secretary*  
Shari Dallas  
Pendleton

The Umatilla County Cultural Coalition is pleased to announce grant opportunities for the 2014-2015 Oregon Cultural Trust Community Participation Grant Program. Funding for this program is provided by the Oregon Cultural Trust, Oregon's innovative public-private partnership that supports the State's arts, heritage and humanities. Grants will be used in support of local projects which further Umatilla County's Cultural Plan. You may view the full Cultural Plan online at [www.umatillacountyculture.org](http://www.umatillacountyculture.org).

*Fiscal Agent*  
Barbara Lund-Jones  
Pendleton

Norma Barber  
Ukiah

Mary Corp  
Hermiston

Susan Doyle  
Pendleton

Last year's local grant cycle supported 13 projects from around the county with a total of approximately \$11,500, including funding for youth arts programs and field trips; community cultural events; theater equipment; and more.

Margaret Gianotti  
Pendleton

Bonnie Harper  
Pendleton

Grant application information, FAQs, and guidelines are enclosed. More applications can be downloaded from the Coalition's website. **Applications must be received before 4pm on Thursday, November 6, 2014.** Projects should be planned and ready to execute. Applicants will be notified of the Commission's decisions by mid-December. Grant funding must be expended by October 15, 2015 and a final report submitted by October 31, 2015.

Karen Hill  
Pendleton

Gayle Weatherson  
Echo

**Please note: Last year there were changes to the Cultural Trust's fiscal year dates which meant that our grant timeline has shifted and expanded to include summer and partial fall 2015 months. Also note that we revised and expanded our Cultural Plan goals to accommodate a greater range of projects. Please read these revised goals carefully.**

We look forward to receiving a grant proposal from you this fall.

Sincerely,

Annie Tester, *Chairperson*



# *Umatilla County Cultural Coalition*

2014-2015  
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 Thursday, November 6 at 4pm**. 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 early December and applicants will be notified of the Commission's decision shortly thereafter.

**Funds received from the UCCC must be expended as proposed by October 15, 2015.**

**Upon completion of a funded project, a final report/evaluation must be submitted to the UCCC no later than October 31, 2015.** NEW: A final report form will be provided to successful applicants. This form will also be available online.

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 2014-2015 Grant Information - Continued

### FAQs

#### How much money may I request?

Keep in mind the funds available for allocation is limited. Total funding for all projects in the last grant cycle was approximately \$11,500. See below for examples of some successful applicants in past years. 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.

#### Project Examples

- ArtWalk Event Brochure - Desert Arts Council - \$1180
- Fiddler Artist in Residence - Pilot Rock Elementary - \$381
- 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
- Echo to Ashland II - Echo Drama Club - \$1012
- Traditional Arts Masters Workshops - Crow's Shadow Institute of the Arts - \$1200
- 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. Keep in mind you will need to submit a report by the end of October 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.

#### 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.



The Plan's original goals were updated in 2013 to reflect granting benchmarks identified by the Oregon Cultural Trust while still maintaining a commitment to the original priorities identified in the Plan. *Note: The term "arts" refers to multi-disciplinary arts, including but not limited to visual, performing, music, and writing.*

**1. Develop awareness of and provide opportunities to experience arts, heritage, and humanities.**

- *Strategy 1: Increase exposure to arts, heritage, and humanities for youth, including, but not limited to:*
  - Guest artists or speakers in schools;
  - Tours and field trips;
  - Youth arts programs; and
  - Encouraging youth voice and participation in developing programs.
- *Strategy 2: Increase exposure to arts, heritage, and humanities for county residents and visitors including, but not limited to:*
  - Nurturing artists and the creative process;
  - Promoting life-long cultural learning opportunities for county residents;
  - Supporting events that feature arts, heritage, and humanities;
  - Promoting diversity and inclusivity of cultural endeavors.
  - Connecting county residents to resources beyond our communities; and
  - Promoting cultural tourism by connecting visitors to our cultural resources.
- *Quantitative Benchmarks:*
  - Number of grants awarded to projects designed to develop awareness and provide opportunities to experience arts, heritage, and humanities.
  - Number of residents and visitors who benefit from cultural events and activities.
- *Qualitative Indicator of Success:*
  - Increased cultural awareness and opportunities for county residents and visitors.

**2. Inventory and/or preserve historic materials, sites, and stories.**

- *Strategy 1: Reclaim local artifacts.*
- *Strategy 2: Collect and preserve historic documents.*
- *Strategy 3: Document, preserve, and share stories in the oral tradition.*
- *Strategy 4: Inventory and care for historic trees.*
- *Strategy 5: Inventory, preserve, and improve Umatilla County's historical sites, structures, and architecture.*

## Umatilla County Cultural Coalition Goals - Continued

- *Quantitative Benchmarks:*
    - 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 and preserved.
  - *Qualitative Indicator of Success:*
    - Greater awareness of, and accessibility to, historical resources.
- 3. Develop aesthetic components that enhance quality of life in Umatilla County's communities.**
- *Strategy 1: Promote development, awareness, and/or inventory of public art.*
  - *Strategy 2: Support community beautification projects and cultural identity branding.*
  - *Quantitative Benchmark:*
    - Number of grants awarded to projects designed to inventory and/or develop aesthetic components of Umatilla County's communities.
  - *Qualitative Indicators of Success:*
    - Increased aesthetic components in Umatilla County.
- 4. Develop and support adequate cultural venues and organizations for the arts heritage, and humanities in Umatilla County.**
- *Strategy 1: Support efforts to provide and maintain adequate cultural facilities throughout the county.*
  - *Strategy 2: Strengthen the capacity of county cultural organizations to do the work of presenting the arts, heritage, and humanities.*
  - *Strategy 3: Support efforts to increase communication and coordination between cultural entities and organizations.*
  - *Quantitative Benchmarks:*
    - Number of grants awarded to projects designed to provide and maintain adequate cultural facilities and organizations for the arts, heritage, and humanities in the county.
    - Number of cultural facilities in the county.
  - *Qualitative Indicator of Success:*
    - Improved cultural facilities and organizations.

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



**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 Thursday, November 6, 2014.**
- 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 **October 15, 2015.**
- 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 **October 31, 2015.**

\_\_\_\_\_  
Signature of Project Contact Person Date

\_\_\_\_\_  
Authorizing Signature of Person Responsible for Grant Funds *(see FAQs)* Date

\_\_\_\_\_  
Printed Name Title