



FY2023 PROJECT GRANT APPLICATION – COVER SHEET

DEADLINE: November 18, 2023, 11:59 p.m.

Applicant Organization: _____

Mailing address: _____

City: _____ State: OR Zip Code: _____

Website: _____

Project Director: _____

Telephone: _____ Email: _____

Project Name: _____

Start date: _____ Completion date: _____

Has this project been funded by CCCC in the past 3 years? _____ Yes, _____ No

Project Cost: \$ _____

CCCC Grant Request: \$ _____ (Amount between \$500-\$2000)

(Matching amount is on a dollar-for-dollar basis. The match can be any combination of cash, in-kind donations or documented volunteer hours.)

Geographic location(s) of project/activity in Columbia County:

Target audience: _____

Attachments:

Narrative:

Please limit your narrative to no more than 600 words, 12-point type. If additional information is needed for review, a representative of the Columbia County Cultural Coalition will contact you. Your narrative should include responses to the following:

- What is your proposed project or activity? Describe it in detail and include anticipated timelines, location, target audience and participants, include a brief description of the organization or group responsible for the project and a statement of the organizational

mission.

- How will the proposed project or activity address the priorities of the Columbia County Cultural Coalition?
- What are the objectives of your proposed project or activity and how will you measure its success?
- If this grant is for a new, ongoing program, how will it be funded in the future?

Budget:

Use the CCCC Budget Form to present anticipated source of funds and expenditures for your project. The source of funds should show estimated income, cash donations, grants, in-kind donations, and/or value of volunteer hours. *Only anticipated revenue specific to the project should be presented.* The general income of your organization and volunteer hours are not applicable. CCCC grant can only be used to cover the actual out-of-pocket expenses.

Letters of Community Support:

Provide at least one letter from another organization or a leader in your community that indicates support for your project.

IRS Determination Letter:

Only 501(c)(3) or municipal / government organizations are eligible for this grant program. Attach a copy of your organization’s IRS determination letter indicating 501(c)(3) status or that of your fiscal agent/partner.

Applicant Name: _____ Date _____

Fiscal Agent (if using) _____ Date _____

Name, title, and organization name _____

Email this cover sheet and all attachments to Grant Committee at grant@columbiacultural.org

List of attachments (please name the attached files accordingly)

1. Detailed Project Narrative
(Filename: 2024_cccc_ **name of project** _narrative.pdf)
2. Detailed Budget. (Must be presented on the CCCC Budget Form.)
(Filename: 2024_cccc_ **name of project** _budget.pdf)
3. Letter(s) of Community Support
(Filename: 2024_cccc_ **name of project** _support.pdf)
4. 501(c)(3) Determination Letter or equivalent
(Filename: 2024_cccc_ **name of project** _501c3.pdf)

If you have any questions or comments, please don’t hesitate to contact our Grant Committee at grant@columbiacultural.org .