



## 2022 COMMUNITY CULTURAL PARTICIPATION (CCP) GRANT GUIDELINES

### INTRODUCTION

The MCCC's Community Cultural Participation Grant Program (CCP) supports community-based cultural events, programs, and organizations. Because of the lingering impacts of the pandemic, we will offer an expanded range of funding types to help your organizations adapt to current challenges. **For this grant cycle we are inviting applications for general operating support, events/programs support, and capital/capacity-building investments to help your programs adapt to the Covid-19 landscape.**<sup>1</sup> Grants range between \$1,000-\$2,000.

Applicants can be nonprofit organizations, registered neighborhood associations, artist collectives/ensembles, and two or more individuals with a declared public purpose. **Individuals are ineligible.** If you are an individual artist/cultural worker working within a larger organization or ensemble, the organization may apply for a project you are a part of. IRS 501(c)3 status is not required to apply, unless you are applying for general operating support.

If you are applying for an event, capacity building, or capital grant, funding can be used to support or adapt a specific event or program **as long as it is open to the public and primarily targets the residents of Multnomah County.** (We recognize that online events may capture a larger audience: we will support organizations with a history of focusing on Multnomah County.)

Si desea postularse en español, envíe un correo electrónico a [info@multcoculturalcoalition.org](mailto:info@multcoculturalcoalition.org). Le enviaremos los materiales de la solicitud. Gracias.

### MISSION STATEMENT

The Multnomah County Cultural Coalition's (MCCC) mission is to foster a community that is rich in cultural offerings, increasing the likelihood of cultural participation among the broadest possible spectrum of county residents.

### STATEMENT OF NON-DISCRIMINATION

The MCCC is committed to making our resources available to every member of Multnomah County without regard to national origin, race, ethnicity, color, age, marital or familial status, sex, sexual orientation, gender identity, gender expression, educational background, disability, religion, veteran status, political opinion, physical appearance, or source of income. We expect our grantees to uphold this policy in their work.

### GRANT TIMELINE

Applications open on August 30th 2021 and close on Thursday, October 7th at 11:59pm PST. Applicants can expect to hear about the outcome of their application before December 13th, 2021. Funds and grant agreements will be disbursed in January 2022.

**All funded activities must take place between January 1, 2022 and December 31, 2022.** No extensions will be given. If the proposed project activities cannot be completed in this timeframe, the applicant will be required to return the funds awarded for the period.

### HOW TO APPLY FOR A GRANT

1. Applicants must complete and electronically submit an online application no later than 11:59

PM PST Thursday, October 7th, 2021.

2. To access the CCP online application and guidelines visit [racc.submittable.com](http://racc.submittable.com) and click on Multnomah County Cultural Coalition's application.
3. Applicants may consult with MCCC regarding eligibility and review criteria prior to the grant deadline. Email [info@multcoculturalcoalition.org](mailto:info@multcoculturalcoalition.org). Please reach out early: we are volunteer-run and do not always have capacity to respond to last-minute/urgent requests.
4. Applicants having problems with the online application should contact Submittable at [support@submittable.com](mailto:support@submittable.com).

## **ELIGIBILITY**

To be eligible for an MCCC grant, applicants must:

1. Be headquartered within Multnomah County.
2. Serve and provide general benefit to the public. Eligible applicants include neighborhood associations, artist collectives/ensembles, groups with a declared common purpose consistent with the goals of this grant program, and organizations with IRS 501(c)3 status. Unless you are applying for general operating support, an IRS 501(c)3 status is not required.
3. Show in grant proposals that your work aligns with MCCC CCP grant goals (see GRANT GOALS below).
4. Provide MCCC with an Employer Identification Number (EIN). The EIN is necessary to help MCCC ensure that awards will be granted in the name of an organization. You can apply to the Internal Revenue Service for an EIN by going to their website at [www.irs.gov](http://www.irs.gov).
5. Recipients of CCP grants in two consecutive years are not eligible to apply for funds the following year. For example, an organization that was awarded grants for 2020 and 2021 is not eligible to apply for 2022 funds and must wait until the 2023 grant cycle to reapply.
6. If a grant applicant uses a fiscal sponsor, its application must include a letter of support/Memorandum of Understanding from its fiscal sponsor. That sponsor must also be headquartered within Multnomah County. Applicants cannot apply for general operating support if they are using a fiscal sponsor.

## **INELIGIBLE EXPENDITURES / APPLICANTS**

1. Grants will not be awarded to an individual.
2. Awardees who have failed to submit a final report for a previous MCCC grant by either October 7, 2021, or (if your project occurs in the last months of 2021) by January 31, 2022.
3. Applicants that have received MCCC funding for the two preceding years.
4. Organizations and groups located outside of Multnomah County are not eligible to apply for this grant, even if your work benefits Multnomah County residents.
5. Activities taking place before January 1, 2022 and after December 31, 2022 are not eligible.
6. We tend not to fund programs that take place at schools or private organizations unless they are open to the public and are broadly advertised within the neighborhoods and communities surrounding the area.

## **GRANT GOALS**

Applicants will be more competitive if their application supports one or more of the following goals::

1. Make culture accessible and affordable to Multnomah County residents.
2. Promote cultural diversity.
3. Encourage new cultural activities.
4. Foster partnerships and collaborations which support the above.

If you'd like to learn more about our past grantees and the types of projects we tend to support, or find resources to help with grant application, please visit our website:

<https://multcoculturalcoalition.org/about/>

## REVIEW PROCESS & SELECTION CRITERIA

1. MCCC staff will review proposals to determine basic eligibility. Applicants will be notified of ineligible proposals.
2. A panel made up of MCCC board members and community members (artists, culture bearers, curators, producers, etc.) will review proposals. The panel will determine which proposals should receive funding and forward their recommendations to the MCCC board for approval. A current list of MCCC board members and grant panelists can be found on our website.
3. Applications will be evaluated based on the following criteria. How well does the grant proposal:
  - o Meet eligibility requirements?
  - o Demonstrate how one or more MCCC grant goals (listed above) will be met?
  - o Describe the impact on an audience or community?
  - o Provide a budget that clearly reflects the proposed activities and requested amount?

Note that the grant panel will also consider the range of diversity in applicants (cultural, geographic, artistic discipline) in the final award process.

4. The MCCC will make awards with a minimum of \$1,000 and a maximum of \$2,000 - usually in increments of \$250 - based on panel ratings and recommendations.
5. Grant applicants can anticipate notification of grant award status on or before December 13, 2021. Notification and information on award status can only be given after the grants process is complete. Please do not contact the MCCC or RACC staff about award status until after receiving official notification.

## MCCC GRANT COMPLIANCE

1. Funding given through this grant must be used between January 1, 2022-December 31, 2022. Awardees must submit a Final Report in order to be considered in compliance with grant guidelines. This report will be available via MCCC's online grant system and will be required within 30 days after the grant funds have been spent or by January 31, 2023 at the latest.
2. It is the responsibility of the grant applicant to notify MCCC in writing and in advance of any changes in the grant status and purpose.
3. Grant recipients must acknowledge the MCCC and the Oregon Cultural Trust in all marketing materials, as applicable. We will ask for examples from you in the final grant report.

## FINAL REPORT REQUIREMENTS

Grant recipients will be required to submit a final report of their completed activities. Compliance with final reporting requirements in previous grant cycles will be considered when the applicant's future grant applications are in review.

## GRANT ASSISTANCE

If you have questions, please contact us at [info@multculturalcoalition.org](mailto:info@multculturalcoalition.org) (for the fastest response) or DM @multculturalco on Instagram or @MultnomahCountyCulturalCoalition on Facebook (slower response). Thanks for your good work in the community!

<sup>1</sup> **General Operating Support:** Unrestricted funds that support the general operations of an organization (for example, salaries, rent, utilities, supplies). 501(c)3 status is necessary for this category of support and cannot rely on a fiscal sponsor.

**Project Support:** Funds that are designated to a specific project carried out by the organization.

**Capacity Building/Capital Support:** Funds that are for board and staff development, technological assistance and upgrades, and strategic planning, or for the purchases of needed equipment (etc)