

Forest Grove Public Arts Commission Mini-Grant Application



Grant Guidelines:

- Provide seed money to local organizations offering Arts programming in Forest Grove at **no charge** to the community
- Preference is given to groups:
 - Serving underrepresented portions of the community; children, seniors, low-income and Latinos
 - Providing a substantial in-kind contribution; volunteer support and/or donation of goods and services.
- Eligible activities include music, dance, literary arts, fine arts, crafts, film and theatre arts
- Clubs and organizations are eligible to apply
- Organizations are not required to be registered as a non-profit.

Please print clearly or type your responses.

Project Name: FGHS Orchestra Retreat Organization: Forest Grove High School Orchestra
Contact Name(s): Lesslie Nunez Contact Phone(s): 5416212010
Address, City, State, Zip: 1401 Nichols LN, Forest Grove, OR, 97116
E-Mail Address: lnunez@fgsd.k12.or.us

1) Description of the Project: (in 50 words or less)

Students will attend an orchestra retreat Thursday-Saturday. This will be an opportunity for students to dedicate these days to really focused practice, quality time with the director and classmates, and time with guest conductor Dr. Dijana Ihas. This will prepare the orchestra to compete in the Salem-Keizer Orchestra Festival and provide a free concert for the Forest Grove community.

2) Describe the portion of the project for which you are requesting PAC Mini-Grant funds: (in 50 words or less)

We will use this grant to cover the total cost of our reservation at MENUCHA Retreat Center. This includes housing, rehearsal space and meals.

3) Total Amount Requested From PAC (not to exceed \$500): \$500

- 4) Target Audience for project: FGHS/Forest Grove community
5) Date of Project(s): 02/1-02/3 & 03/22 2018 Time: Concert 03/22 at 7pm
6) Location: FGHS
7) How will the project be publicized: FGSD Calendar and Forest Grove Newspaper

(Notice of PAC sponsorship is required on printed materials and at the event and a logo will be given to you)

Note: The Forest Grove Public Arts Commission makes every effort to ensure that a representative will attend all events sponsored in part by PAC, so notification in writing of changes in date/ time are required to be sent, or emailed to the addresses at the bottom of this application. If the funded event does not occur as scheduled, the event must be rescheduled and completed within 30 days of the originally scheduled event or the grant will be rescinded.

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8) Projected Budget **3,655.00**
Total Estimated Costs: \$ _____

	PAC Mini-Grant	Requesting Organization	Other (Specify)
Personnel (explain): Lesslie Nunez, Dijana Ihas and 2 chaperones			\$364.02
Marketing & Publicity (explain): Through FGSD and FG Newspaper			
Materials & Supplies (explain): Menucha Reservation	\$500		
In-Kind Contribution (explain):			
Total	\$500	\$	\$364.02

9) Name of organizations that will partner or collaborate with this project:

We will request \$500 from Rotary Club

10) Number of people in the community who are anticipated to participate in this project: 400 (audience)

11) How will this project benefit the residents of Forest Grove? (in 25 words or less)

We have a diverse population of students participating in these ensembles. We bring the whole community together to listen to these ensembles perform including parents, and Forest Grove community.

Signature of applicant(s): Lesslie Nunez

Date Application Submitted: 11/25/17

Application needs to be submitted two weeks prior to a regular Public Arts Commission meeting (held the 2nd Thursday of each month) to be considered. Applicants should plan to attend the PAC meeting to present the request and answer questions.

Send Application to: Public Arts Commission, P.O. Box 326, Forest Grove, OR 97116

Or Email Application to PublicArtsCommission@ForestGrove-or.gov

Within 30 days of the funded event, the applicant is required to submit the Project Summary and Evaluation to City Hall, Attention: Beverly Maughan, PO Box 326, Forest Grove, OR 97116. The report should include receipts, copies of publicity and photos, if possible. A reimbursement check, not to exceed grant amount, will be processed and distributed two weeks after receipt of Project Summary and Evaluation.

NOTE: Request for reimbursement and summary report must be received within 30 days of the completion of the event or the grant money will be returned to PAC general budget.