

# Wheeler County Cultural & Heritage Coalition Application Instructions Spring 2025



Dear Prospective Grant Applicant,

We appreciate your interest in the **Cultural and Heritage Grant** offered for projects and programs in 2025. This grant aims to support projects that contribute to the preservation, celebration, and understanding of local and regional arts and cultural heritage. Grants of up to \$2000 may be awarded depending on project needs and additional community support. To ensure a successful application process, please carefully follow the instructions below:

## 1. Eligibility Criteria:

- Non-profit organization, educational institution, community group, or community event/program organizer(s).
- The proposed project should align with our mission to promote participation, celebration or education in cultural and/or heritage focused activities.
- Project funds must be spent April 15-December 31, 2025
- The Application filled out completely with all requested details.

## 2. Project Evaluation Criteria to consider:

- **Relevance:** How well does your project address cultural and heritage aspects? Is it community-focused?
- **Feasibility:** Is the project realistic in terms of scope, timeline, and resources?
- **Impact:** What positive outcomes will your project achieve? How will it benefit the community?
- **Collaborations:** Describe any partnerships or collaborations that enhance the project's success and financial requirements. What other sources of funding are planned?

## 3. Project Grants Awarded will be responsible for:

- Completing a signed Grant Award Letter
- IRS W-2 form completed and returned to WCCHC to receive grant check.
- Providing a short Progress Report mid-year and a Final Report.
- Communication with the Wheeler County Cultural & Heritage Coalition about any issues or requests for redirection of grant funds during the grant period.

## 4. **Deadline:** Applications must be received by Monday, March 31 at 5pm.

In person at the Wheeler County Courthouse, Community Development,  
Mail: WCCHC c/o PO Box 447 Fossil, OR 97830 or email  
to [mdavis@co.wheeler.or.us](mailto:mdavis@co.wheeler.or.us).

## 5. **Contact for Questions:** Anne Mitchell, WCCHC Chair email: [anne@sky-highruralconsulting.com](mailto:anne@sky-highruralconsulting.com) phone: 541-256-0551

We look forward to reviewing your proposals and supporting impactful cultural and heritage initiatives. Thank you for contributing to the enrichment of our communities!

**Wheeler County Cultural and Heritage Coalition  
Mini Grant Application**

**2025**

Organization:		
Contact Person:	Title:	
Mailing Address:		
City:	State:	Zip code:
Email:	Phone:	
Date of proposed project Start :	End:	
Title of Proposed Project:		
Project / Program Description: Please give a brief description of the project or program.		
Total Project Budget: \$		
Grant Requested from WCCHC: \$		

*Authorization*

I certify that I represent the organization applying for a grant. If a grant is awarded: (1) the grant will be used for the purpose outlined in this application and may not be used for any other purpose without prior written approval from the Wheeler County Cultural and Heritage Coalition (2) information about the organization and the grant may be used by the Oregon Cultural Trust in any published material.

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Signature of Organization's Authorized Representative

Date Submitted

**PLEASE submit your application by mail or email: DEADLINE is Monday, March 31, 2025**

Email: [mdavis@co.wheeler.or.us](mailto:mdavis@co.wheeler.or.us)

Wheeler County Cultural and Heritage Coalition  
c/o Wheeler County Community Development  
PO Box 447  
Fossil, OR 97830  
For questions call Anne Mitchell : 541-256-0551

## Wheeler County Cultural and Heritage Coalition Mini Grant Application - Narrative

Please check the Cultural Coalition goals that are supported by funding this project:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Build capacity for organization or individual | <input type="checkbox"/> Lifelong Learning                        | <input type="checkbox"/> Public Art                                      |
| <input type="checkbox"/> Share Stories/ Oral Traditions                | <input type="checkbox"/> Improve or preserve resources/structures |  |
| <input type="checkbox"/> Cultural Tourism                              | <input type="checkbox"/> Youth                                    | <input type="checkbox"/> Increase participation in and access to culture |
| <input type="checkbox"/> Economic Development                          |   |  |

1. How many people do you think will benefit from or participate in the project/program/event?

2. How do you plan to outreach to participants or publicize your project/program/event?

3. Please list any other project funding or community partners.

4. In two or three sentences, tell us how this project will help your organization, school, or the community.