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## Mission Statement of the Council

The mission of the Miami Arts & Humanities Council is to promote, encourage, coordinate and support high-quality programs and education in the arts and humanities for the benefit of the Miami, Oklahoma community.

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## SMALL GRANT APPLICATION

- The maximum award granted through this program is \$500.
- Applications must be received at least six months in advance of the programming to which they would be applied.
- Applications are reviewed at regular meetings of the Miami Arts & Humanities Council Board of Directors, which are held on the first Thursday of each month.
- First preference for awarding grants is to support programming in Miami, Oklahoma, with second preference given to programming in other areas of Ottawa Co., Oklahoma.
- Grant recipients are to acknowledge the Miami Arts & Humanities Council on all publicity for the programming at which grant funding will be used and are asked to send pictures of the event in progress to a member of the Council's Board of Directors.
- Completed applications should be emailed to the Council's Secretary: [jessica.s.stout@neo.edu](mailto:jessica.s.stout@neo.edu)
- If emailing is not convenient, the completed form may be given to a member of the Board of Directors or sent to: Miami Arts & Humanities Council PO Box 1311 Miami, OK 74355

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### 1.) Applicant Contact Information

Name of Applicant:

Address:

Phone Number(s):

Email Address:

2.) Title and Description of Program

In the description of the program, include a timeline for its preparation, production, and promotion.

3.) Budget Outline

Give the amount of funding being requested and explain how grant money would be used for this program.

4.) Qualification of Applicant

How is the applicant qualified to implement this program? A resume may be attached.

5.) Relevance to the Mission of the Miami Arts & Humanities Council

Explain how the Miami Arts & Humanities Council would be fulfilling its mission by awarding funds for this project. Please refer to the Council's Mission Statement at the top of this form.

6.) Funding

How would this project be funded without a grant from the Council?

7.) Receiving Grant Funds

If you are awarded grant funds, to whom should a check be written, and where should it be sent? Please remember to acknowledge Miami Arts & Humanities Council on publicity for the event. Please send the Council copies of publicity and pictures of the event.

Thank you for your application. Our website can be found at <http://miamiokartsandhumanities.com/> and you can visit us on Facebook at <https://www.facebook.com/pages/Miami-Arts-Humanities-Council/162392450448886>.