



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 our community.

SMALL GRANT APPLICATION

(Revised 2018)

- The maximum award granted through this program is \$500.
 - Applications should be received at least ninety days in advance of the programming to which they would be applied.
 - Applications are reviewed by committee. If appropriate for consideration, the committee will present the application at a regular meeting of the Miami Arts & Humanities Council Board of Directors, which is held on the second 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.
 - Eligible projects must support the council's mission as stated above.
 - 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 copies of publicity and pictures of the event in progress to Miami Arts and Humanities Council, P. O. Box 1311, Miami, OK 74355 or email the Council at MAHCsmallgrants@gmail.com. See Acknowledgment Requirements for Grantees: A Quick Reference Guide (at end of document)
 - Completed grant applications should be submitted online or sent to Miami Arts and Humanities Council, P. O. Box 1311, Miami, OK 74355. Online submission of the grant application is preferable.
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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

	MAHC Funds*	Cost Share**	
		Cash	In-kind
Salaries			
Honoraria			
Travel***			
Supplies/Postage			
Publicity			
Printing			
TOTAL			

If grant is awarded further budget details may be requested.

*Maximum allowed is \$500.

**All grantees must share in the cost of the programs by contributing cash, organization resources (in-kind), and/or 3rd party in-kind donations. Cash contributions are not a requirement.

***The maximum allowable costs for mileage are based on current IRS per diem rates.

Is admission or registration to be charged for this event? _____

If yes, what is the projected income from this source? _____

4.) Identity and Qualification of Project Administrator

If awarded, who is the designated Project Administrator overseeing this grant?

How is the designee 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

The Arts and Humanities Council sometimes awards partial funding. How will this project be funded with partial funding or even 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 at Miami Arts and Humanities Council, P. O. Box 1311, Miami, OK 74355 or email the Council at MAHCsmallgrants@gmail.com

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>.

Acknowledgment Requirements for Grantees A Quick Reference Guide

Grantees are required to use the current Miami Arts and Humanities Council logo in the following marketing materials for programs funded Miami Arts and Humanities Council. Download the Miami Arts and Humanities Council logo at <http://miamiokartsandhumanities.com>

- Banners
- Billboards
- Flyers
- Newsletters (digital and print)
- Playbills/programs
- Postcards/rack cards
- Posters
- TV advertisements
- Websites**

*Written acknowledgment may be used in lieu of the logo where appropriate.

**On websites, please include the following disclaimer if only a portion of your organization's programming is made possible with Miami Arts and Humanities Council funding:

Programming is made possible in part by the Miami Arts and Humanities Council,



Miami Arts & Humanities Council
PO Box 1311
Miami, OK 74355