



# Durham 150 Grant Guidelines

Durham 150 year of celebration is supported by the City of Durham, Discover Durham, Museum of Durham History, and the generous contributions of Durham residents, businesses, and organizations. The mission of Durham's sesquicentennial is to recognize Durham's past, present, and future with a year of events, activities, and community engagement, to build awareness and anticipation both locally and nationally for Durham's rich history and highly promising future, and to celebrate the community's spirit, values, and accomplishments.

If you have an event or project that supports one or more of the themes of Durham 150 (listed below) and require grant assistance to bring it to fruition, please submit this grant application. Grants can be made to an individual or organization.

## **Durham 150 Themes**

- History & Education
- Innovation & Entrepreneurship
- Social Equity & Robust Democracy
- Arts & Leisure (narratives to be added)

## **Deadlines**

- **1<sup>st</sup> Round Deadline:**
- February 15, 2019
- **2<sup>nd</sup> Round Deadline:**
- March 15, 2019
- More dates to be announced.

## **What Can I/My Organization Apply For?**

- Grant funding ranging from \$250 to \$2,000 for projects proposed by a group or individual that support one or more of the four themes of Durham 150 (themes listed below).

## **Project And/Or Event Parameters**

An eligible project or event must:

- Occur in Durham;
- Primarily serve the people of Durham, with the exception of regional, statewide or national efforts that may benefit a substantial portion of people in the Durham area;

- Align with and support **at least** one of the four themes of Durham 150:
  - a. History & Education
  - b. Innovation & Entrepreneurship
  - c. Social Equity & Robust Democracy
  - d. Arts & Leisure
- Identify a clear target audience;
- Be open to the public (free or ticketed);
- Occur within the 2019 calendar year.

*Note: Projects may take longer than 2019 to be completed, but they must start in 2019.*

*Additionally, matching funds are not required, but submitted applications must demonstrate an ability to carry out the project/event.*

### **How Will My/My Organization's Application Be Evaluated?**

We will evaluate all applications by asking the following questions:

- Does the project or event meet eligibility requirements?
- Are the applicants experienced in carrying out similar projects/events?
- Does the applicant's narrative on selected theme(s) support the goals and mission of the overall Durham 150 project?
- What is the likelihood that the event will occur?
- Will this project happen without the funding?
- Will the project or event occur during the Durham 150 year?
- Does the project or event reach the Durham 150 target audience(s) or geographic area?
- Is the budget reasonable for the project?

*Note: While a site visit or meeting is not required for consideration, a member of our grant review team may reach out to your organization to request a phone call in the event there are additional questions about your application.*

#### **Credit Acknowledgement:**

You must also agree to acknowledge Durham 150 as a funding source for the program in all materials and announcements related to activities funded for the duration of the period of the grant award.

**For Print Marketing Materials:** Usage of the Durham 150 logo along with a phrase acknowledging support from the Durham 150 is a requirement.

#### **For Radio or Television Marketing, Advertisements or Commercials, We Require the Following Voice-**

**Over Language:** "This project is supported in part by an award from Durham 150. Learn more about Durham 150 by visiting us on the web at [durham150.org](http://durham150.org)."

#### **Grant Exclusions**

Durham 150 will not make grants for capital construction costs, endowments, medical or academic research, scholarships, alcohol purchases, or to support candidates for political office.



# Durham 150 Grant Application

To fill out this application online, visit [durham150.org/grants](http://durham150.org/grants)

**Project Name** \_\_\_\_\_ **Amount Requested** \$ \_\_\_\_\_

## Requesting Organization/Person

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

Social Media Accounts \_\_\_\_\_

Organization Mission (if appropriate)

\_\_\_\_\_  
\_\_\_\_\_

Organization Total Operating Budget \_\_\_\_\_

Does your organization primarily serve Durham residents?    Y    N

## Project Information

Please select the Durham 150 theme that your project/event supports:

- History & Education
- Innovation & Entrepreneurship
- Social Equity & Robust Democracy
- Arts & Leisure

Project Description

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Explain how the project aligns with the Durham 150 Project theme(s)

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What are the major project outcomes? How will you define success?

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Project Timeline (key dates only)

Project Milestone	Date

Project Budget

Revenue (List all sources of project income. Indicate confirmed income. Add more lines if needed)

Project Income	Amount	Confirmed? Y or N

Expenses (List all project expenses including in-kind. Add more lines if needed)

Project Expenses	Amount

If approved, what exactly will you use the Durham 150 grant for?

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When will you need the funds, if granted?

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When is the last date you can receive the funds and still carry out the project?

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Where did you hear about Durham 150? (Check as many as apply)

- Facebook
- Instagram
- Twitter
- Family/Friend
- Event (If so, which one?) \_\_\_\_\_
- Other \_\_\_\_\_

Note: Funds granted to an individual over \$599 will receive a 1099 tax form