



2024 Culture & Community Grant Guidelines

IMPORTANT DATES & DEADLINES

Grant Application Opens: Monday, April 29, 2024

Grant Information Meeting: 3 p.m. on Wednesday, May 15, 2024

[In-person registration](#)

[Zoom registration](#)

Letter of Intent (LOI) Deadline: 5 p.m. on Wednesday, June 19, 2024

Grant Application Deadline: 5 p.m. on Friday, June 28, 2024

Decision Notification Timeline: Late August 2024

GRANT RANGE: Up to \$40,000

GEOGRAPHIC FOCUS: Projects must serve one or more of the following Oklahoma counties: **Canadian, Cleveland, Oklahoma, and Logan.**

PROGRAM OVERVIEW & FUNDING PRIORITIES

Cultural experiences have the power to enrich lives, broaden understanding, foster collaboration, and bring communities together around shared interests. Oklahoma's rich heritage is marked by a diverse array of local cultures, traditions, arts, social practices, and historical achievements.

The primary goal of the Culture & Community Grant Program is to support and expand access to projects that celebrate, share and preserve these unique aspects of Oklahoma's cultural fabric.

We are seeking projects that celebrate, share and preserve culture, arts, history, and traditions unique to Oklahoma **AND** meet the following criteria:

- Expand cultural programming to new and/or underserved communities.
- Encourage diverse community participation in cultural activities and/or events.
- Feature existing and strategic community partnerships.
- Increase awareness of Oklahoma's diverse local cultures.

IMPORTANT NOTE: All applicants will be asked to provide a clear strategy for community engagement and measuring participation.

For a list of recently awarded grants visit occf.org/communitygrants/culture/.

ELIGIBILITY

- 501(c)(3) nonprofit organizations that are based in and serve one or more of the following eligible Oklahoma counties: **Canadian, Cleveland, Oklahoma, and Logan.**
- Nonexempt organizations that qualify for the use of charitable dollars, such as museums, libraries, schools, and other state or local government agencies may apply if the funding request is for public programs that take place in eligible Oklahoma counties.
- Organizations should be able to provide three years of board-approved financial statements upon request.
- Grants will not be made to individuals or private foundations.

FUNDING LIMITATIONS

The following items are not eligible for funding:

- Fundraising events/activities.
- Capital campaigns.
- Vehicle purchases.
- Research projects.
- Retroactive projects.
- Equipment may be an eligible cost if it is central to the project's success.

APPLICATION PROCESS

Step 1: Letter of Intent (LOI)

To determine the organization's eligibility and the project's alignment with the grant program priorities, all potential applicants must complete an LOI by **5 p.m. on Wednesday, June 19, 2024.** Follow the steps below to access the LOI form:

- 1) Go to OCCF's online grant portal ([click here](#)) and refer to the instructions on the right side of the homepage to log in.
- 2) Once logged in, you will select the **"Apply"** icon in the top left-hand corner of your screen (next to the home icon).
- 3) On the next screen, you will be asked to enter an access code. Input **CULTURE24.**
- 4) Complete the LOI and press **"Submit"**!

For any questions related to the grant portal, contact Patti Biera at p.biera@occf.org | (405) 606-2935. **LOI access will be available the day the grant cycle opens on Monday, April 29, 2024.**

Step 2: Grant Application

If your organization meets the eligibility requirements and your project aligns with the grant program priorities, you will receive an email granting you access to the official application. The deadline to submit your application is **5 p.m. on Friday, June 28, 2024.**

EVALUATION & SELECTION PROCESS

All applications are evaluated by an external Culture & Community Review Committee, which consists of community leaders and field experts. Once committee members complete their online review, they convene to discuss and finalize their funding recommendations. These recommendations are then presented at the quarterly meeting of the OCCF Board of Trustees, where the Trustees give their final approval.

Applications are first evaluated based on their alignment with the grant program's priorities outlined above. Additional evaluation criteria include:

- Evidence of careful planning and a well-defined project design.
- Organization's capacity to implement the project.
- Strategy for engaging the community and measuring participation.
- A clear, realistic budget that correlates with project activities.
- The project's potential for impact.

IMPORTANT NOTE: Based on the size of the applicant pool and availability of resources, preference may be given to new organizations over those who have received consecutive years of funding.

QUESTIONS?

For grant and project-related questions, contact Leslie Woodward at L.woodward@occf.org | (405) 606-2911.

For technical questions related to the OCCF grant portal, contact Patti Biera at p.biera@occf.org | (405) 606-2935.

FAQs

If my organization received a Culture & Community Grant last year, am I eligible to apply again this year?

Yes, you may apply if the following conditions have been met:

- The funds from your previous grant have been fully expended.
- All follow-up evaluation reports have been submitted.

IMPORTANT NOTE: All current Culture & Community grant recipients who intend to reapply for funding must submit their final evaluations **no later than July 15, 2024**, to be eligible for consideration.

When will I be notified of a funding decision?

All applicants will be notified of a decision **by the end of August 2024** following the quarterly Oklahoma City Community Foundation Trustee Meeting.

What is the timeline to implement my project/expend the awarded grant funds?

You may start your activities as soon as you receive notification of your award. If you choose to align your project timeline with our Culture & Community grant cycle (outlined below), you will have around 10 months to finalize your activities, utilize the awarded funds, and submit your final evaluation report. Please note that aligning your activities with our funding cycle is optional.

Culture & Community Grant Cycle Timeline (2024-25)

- **April 29, 2024 – June 28, 2024:** Application submissions
- **July – early August 2024:** Application evaluation and selection process
 - **IMPORTANT NOTE:** All current Culture & Community grant recipients who intend to reapply for funding must submit their final evaluations **no later than July 15, 2024**, to be eligible for consideration.
- **Mid-August 2024:** OCCF Trustee Meeting and grant approvals
- **Late August 2024:** Notification of funding decision
- **September 2024 – mid-July 2025:** Grantee project implementation

Can I submit more than one application?

Yes, but due to funding limitations, we are only able to award one Culture & Community grant per organization per funding cycle.

Can I request funding for the same project that I previously received a grant for?

Yes. You may request funding for an ongoing project if it aligns with the grant program's priorities and criteria.