



SULLIVAN RENAISSANCE 2017 MULTICULTURAL PROGRAM OUTREACH GRANT INSTRUCTIONS

Sullivan Renaissance is a beautification and community development program committed to building beautiful, healthy and active communities. The **Outreach Grant program** provides grants to eligible organizations that would like to take a proactive approach to their outreach efforts by overcoming a language barrier. This includes marketing materials (flyers, advertisements, brochures, reports, etc.), small window signage, translation and printing services into non-English languages.

BASIC REQUIREMENTS

Eligible applicants include: Municipalities, Non-profit Organizations, Religious Institutions, Community Groups, and Schools. Potential applicants interested in undertaking a more elaborate project should call the Sullivan Renaissance office to discuss other grant options. Projects must be based in Sullivan County.

GRANT AMOUNTS

A limited number of reimbursement grants **up to \$300** will be funded through this application process.

Grant applications will be considered on a first come, first served basis as funds are available. Applicants will be notified within approximately two weeks whether they have been approved. These projects are not part of the Sullivan Renaissance beautification competition and are not eligible for Phase II grants.

PROJECT DOCUMENTATION

Approved grant recipients will receive an award letter and W-9 form. A check will be issued in the approved amount once the project is completed and the signed W-9 form with "a sample of outreach materials" and receipts are received. All projects must be completed and documentation submitted by **October 1, 2017 in order to be eligible for the grant reimbursement.**

For information about the Outreach Grant program, contact:

Ari Mir-Pontier, Multicultural Community Liaison

Phone: (845)295-2445

E-mail: apontier@sullivanrenaissance.org

To submit a grant:

Email: grants@sullivanrenaissance.org

Sullivan Renaissance is principally funded by the Gerry Foundation.



**SULLIVAN RENAISSANCE
2017 MULTICULTURAL PROGRAM
OUTREACH GRANT APPLICATION**

APPLICANT INFORMATION

Name of applying group / organization: _____

Contact person: _____

Mailing address: _____

Phone (day): _____ Phone (eve): _____

Mobile: _____ Email: _____

Please answer the following questions. Use additional paper if necessary.

1) Please describe your project in detail including the audience you are trying to reach and why. Include the types of materials, language, media, etc. you intend to use.

2) If you had more resources available, what other outreach efforts would you like to undertake? Please describe any assistance you will need from Sullivan Renaissance.

3) **How much will the project cost?** *(Itemize all anticipated expenses in the space below or attach a separate budget)*

ANTICIPATED EXPENSES*	AMOUNT
<i>*Please add additional categories as needed</i>	TOTAL:

4) **What is the grant amount being requested** (maximum \$300)? _____

Please attach: IRS Determination Letter (non-profits) Sample of Marketing Materials

SIGNATURE OF AUTHORIZED REPRESENTATIVE

PRINT NAME

DATE