



## **OHIO QUILTS!!**

### **QQ!! EDUCATIONAL GRANT PROGRAM**

#### **2024 Grants for Educational or Charitable Events & Projects**

Ohio Quilts!! is a community of quilters and guild enthusiasts dedicated to educating the public and our members through celebrating, producing, preserving and promoting quilts in the State of Ohio.

#### **PURPOSE**

Ohio Quilts!! Education Grant provides up to \$500.00 to encourage not-for-profit organizations and groups in Ohio to pursue and further the art of quilt making through education, research, craftsmanship and documentation.

Grants are made for specific events/projects that are open to the public and incorporate the mission of Ohio Quilts!! Grants cannot be made to individuals or businesses.

#### **GUIDELINES AND RULES**

The planned event must be open to the public and publicized outside of the group requesting a grant. Proposals should be made for funds connected to particular expenses of the planned event/project, such as hiring a professional, photography and copies of forms (for a quilt discovery day); room or equipment rental; or other stated need. Funds will not be granted for salaries, travel, income or personal expenses of anyone associated with the group. Expenses listed as "miscellaneous" will not be considered.

All grant proposals must be completed and received by the awards committee according to the time table. Ohio Quilts!! will be mentioned in promotional materials for the event/project. Grant funds must be used within seven (7) months of the award or by the stated event/project date. All grant funds not used for the purpose stated in the grant, or if the event/project is cancelled, all grant money must be returned to Ohio Quilts!! in a timely manner. Should a project or event that has been awarded Ohio Quilts!! grant funds make a profit, 100% of said funds must be returned and deposited in the Ohio Quilts!! grant fund.

Groups that are awarded grants will send a report (the review form) to the Ohio Quilts!! Education chairperson reviewing their event/project and explaining how the grant funds were used. The report must be received within thirty (30) days of the event/project's completion. A presentation of the event/project will be given by a participating member of the group at the Ohio Quilts!! September 21, 2024, Annual Meeting, detailing the event/project and informing the membership of the event/project's outcome and how it advanced the Ohio Quilts!! Mission Statement.

Groups should read all the grant materials carefully to determine if the type of event or project they are planning qualifies for consideration.

#### **TIME TABLE**

The Ohio Quilts!! Grant program guidelines will be presented in a newsletter, on the website, and the 2023 Annual Meeting. Proposals and letters of agreement are accepted by the Ohio Quilts!! Education Chairman between October 1 and November 15, 2023.

The Award Committee meets between November 20 and December 31, 2023. Each committee member will receive a copy of each proposal for study before the meeting. The decision made by the Awards Committee must be approved by the Executive Board before the recipient is contacted and announced on the website and in the newsletter.

The Ohio Quilts!! Treasurer sends funds to the grant winner along with a copy of the Letter of Agreement, signed by the Ohio Quilts!! President. The grant recipient sends a Review Form within thirty (30) days of holding the event/project, or returns all funds by August 15, 2024, if the event is cancelled.

The grant recipient group agrees to plan and make a presentation of its event/project at the Ohio Quilts!! Annual Meeting on September 21, 2024.

## **ELIGIBILITY**

Applicant must be an Ohio Quilts!! member in good standing. Board of Directors and Grant Committee members are not eligible.

## **ADMINISTRATION OF GRANT PROGRAM**

Chairperson: Appointed by the Board

1. Distribute forms, answer questions, collect and review applications for completeness.
2. Forward applications to Review Panel and assist them.
3. Report to Board on activities.
4. Follow-up on events/projects.

Panel: Three people well known and respected by Ohio Quilts!! and the quilt community.

1. Serve without compensation.
2. Review Grant Proposals and select most appropriate and promising proposal(s), rank as to importance, and recommend in a written and signed report to the board those to be funded.
3. Appointed on recommendation of chairman and board members by vote of board. Panel serves a one year term, renewable and rotating if appropriate.

Board of Directors:

1. Accepts recommended proposal(s) and approves funding of projects.
2. Provides forum of publication for dissemination of any papers, essays or reports resulting from an event or project in which Ohio Quilts!! funds are used.



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Please put the following information on the top of each page of your application:  
**NAME, ADDRESS, PHONE NUMBER, TITLE OF PROJECT & DATE**

**SUBMISSION REQUIREMENTS:** Submissions are accepted through U.S. Mail only. Ohio Quilts!! will not accept proposals via FAX, e-mail or overnight delivery services.

**NUMBERS OF COPIES:** Three (3) copies of the complete application are required. Please do not send videos, tapes, DVDs, CDs or other media. These cannot be returned and will not be reviewed. *Entrant is encouraged to make a copy of the completed application for his/her own files.*

**TIMELINE:** COMPLETE APPLICATIONS MUST BE RECEIVED NO LATER THAN NOVEMBER 15, 2022. MAIL APPLICATIONS TO:

Becky Stains  
5730 Adalyn Lane  
Dublin, Ohio 43016

Using no more than five (5) pages, (single-spaced, and no smaller than a twelve (12) point font) provide a written narrative, including answers to the following questions:

**INCLUDE:**

1. What is your group's mission statement and its history as a quilt related community service organization?
2. How does this project/event align with the mission of Ohio Quilts!!?
3. What is the need for this project? Why should the project be undertaken? Who will benefit, and in what way will they benefit?
4. Describe the methodology of the project, i.e. include what activities will be undertaken? Who will benefit and in what way will they benefit?
5. What are the goals of this project? How will you measure the success of meeting your goals?
6. Who is leading this project? What is their experience? Why are they qualified to lead?
7. Are you financing this project from any other sources? Please describe.
8. What makes your project unique? Are you collaborating with other groups or individuals?
9. Describe any other information that might be helpful to the reviewers of your proposal.
- 10.. List and describe all items and expenses to be used to complete your project.

**FINAL REPORT FORM:**

Explain how the final report of your project will be presented at the 2022 Annual Meeting of Ohio Quilts!!



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#### LETTER OF AGREEMENT

Send only this signed original with your Grant Application. If your group is awarded a grant, a copy of this letter, signed by an Ohio Quilts!! officer, will be returned to you with the grant check.

**We have read, accepted, and will follow all the Ohio Quilts!! Grant Award requirements.**

1. Ohio Quilts!! member name: \_\_\_\_\_
2. Name of Group Applying: \_\_\_\_\_
3. Title of Event or Project: \_\_\_\_\_

4. All information on the attached application is correct and accurate. Any changes of contact information will be given to Ohio Quilts!! **immediately.**

5. The Grant money awarded by Ohio Quilts!! will be used only for the purposes stated in the application. All unused grant money will, at the conclusion of the event/project, be returned to Ohio Quilts!! In the event the project is canceled, all grant money will be returned immediately.

6. The Review Form will be completed and returned with thirty (30) days of the event.

7. Ohio Quilts!! will be included, as a sponsor, in all event/project materials and publicity. The website address of [www.ohioquilts.org](http://www.ohioquilts.org) will be included whenever possible.

8. The state event/project will be held before July 15, 2024. The designated group member(s) will present a summary of their event/project at the September 21, 2024 Ohio Quilts!! Annual Meeting.

Print Group President's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Ohio Quilts!! President's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_