



# The Sheila's: SHMF Annual Facilitation Grant Program 2015

**Each year, the SHMF provides one grant cycle in this program with a specific focus on one-of-a-kind grants aimed at fostering new initiatives. In 2015, the funding is dedicated to assist visual arts organizations or collectives with the delivery of programs dedicated to the creation, presentation and promotion of the visual arts within the province of New Brunswick.**

## **Phase 1: Concept Letters**

The Board of Directors invites concept letters outlining a proposal for funding of up to \$10,000. Concept letters should not exceed two pages and should outline the mission of the applicant's organization and an overview of the proposed project for which funding is sought.

The receipt of all concept letters will be acknowledged; however, only those selected by a committee of art professionals appointed by the Board of Directors will be invited to submit a full proposal.

Concept letters must be submitted via mail to:  
The Sheila Hugh Mackay Foundation,  
PO Box 416, Saint John, NB E2L 4L9

## **Phase 2: Full Proposals**

Concept letters selected in Phase 1 will receive an invitation to submit a full proposal. Further guidelines will be provided at that time. Full proposals will then be evaluated on a competitive basis and funding will be announced. The Sheila Hugh Mackay Foundation reserves the right to request alterations or adaptations to all requests.

## **Phase 3: Funding**

The Sheila Hugh Mackay Foundation will publicly announce projects chosen for funding. Selected projects will need to submit a mid-term progress report as well as a completion report for all grants bestowed under this program.

## **Preference will be given to projects that:**

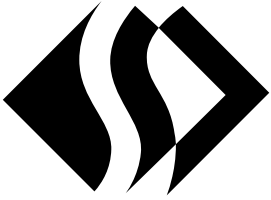
- present measurable goals and outcomes
- provide a project leader or director
- present clear time frames and implementation strategies
- target a specific need within a community
- enhance infrastructure or equipment within arts centres
- identify evaluation criteria
- will make a meaningful impact on the centre's long-term strategic goals

## **2015 Project Proposals Deadlines**

- Initial concept letter should be postmarked by January 15, 2015
- Invitations to submit full proposals will be issued by February 10, 2015.
- Full Proposals must be postmarked by March 10, 2015.
- Funding grants will be announced on or before April 10, 2015.
- Projects must be completed within a year of the funding or at a mutually arranged date.

## **Acknowledgements**

The Sheila Hugh Mackay Foundation retains the right to publish or advertise the results of all special projects funded through this initiative. The support of the Sheila Hugh Mackay Foundation must be acknowledged publicly.



# The Sheila's: SHMF Annual Facilitation Grant Program 2015 - Application Cover Page

Title of Project \_\_\_\_\_

Grant Request (range: \$2000 - \$10,000) \_\_\_\_\_

Projected Start Date \_\_\_\_\_ Projected Completion Date \_\_\_\_\_

## **Applicant Contact Information**

Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Website \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Day Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

**Overview of Project** (For example: A summary of goals / target audience / use of funds)

**Fill in the fields above and save a copy of the PDF or print clearly. You may include one additional page.**