



Myaamia Foundation

Supporting the exchange of Myaamia artistic skills, intellectual ideas, and cultural knowledge among Myaamia people.

APPLICATION AND OUTLINE FORM

In preparing your grant proposal for the Myaamia Foundation, please read carefully the following outline. Take the time to think through your project and be prepared to clearly articulate the major activities, outcomes and measurements for success. This outline is relevant to both the Traditional Knowledge and Arts grant programs.

Applications will only be accepted if submitted by midnight of the deadline date in PDF format. Please do not exceed ten (10) pages in preparing your application and email completed applications directly to Myaamia Foundation Director, Nichole Prescott at **ExecutiveDirector@myaamiafoundation.org**.

Formatting:

- Please be complete and respond to all the necessary questions or requests (I-V) and do not exceed the number of pages requested.
- Use 8.5 x 11 page size with a 12-point size text type and Times New Roman font.
- Please use page numbers.
- It is not necessary to include a cover letter.
- Support letters and any other necessary attachments should be at the end of the submitted document and be included as part of the PDF. You should only submit a single PDF with your entire proposal, attachments, budget, etc.

Proposal Deadlines and Funding Notification:

- *Traditional Knowledge* grants are due by midnight June 1st. Applicants who have submitted by June 1st will be notified in early July.
- *Art* grants are due by midnight January 1st. Applicants who have submitted by January 1st will be notified in early February.

Proposal Evaluation:

- Projects must support the mission of the Myaamia Foundation.
- Priority will be given to those projects that contain the following project features:
 - a. Have a long lasting impact on the education or knowledge of the community.
 - b. Establish further development of Myaamia cultural knowledge and/or distinctive Myaamia artistic aesthetic.
 - c. Have a greater ability to preserve or perpetuate Myaamia language, culture, or artistic ability beyond the completion of the grant.
 - d. Can clearly establish a justification for the project at the community level.

Reporting Requirements:

- All grants are required to give **Interim Evaluation Reports** annually if project is multi-year.
- All grants are required to provide a final **Close-out Report** at the end of the project. Final reports should include project or activity images with signed photo release (provided) to the Myaamia Foundation.

Questions:

Any questions regarding the application process or questions relative to fundable projects can be directed to the Myaamia Foundation Director at ExecutiveDirector@myaamiafoundation.org.

Guidelines for All Grant Programs:

1. **Must be an enrolled** member of the Miami Tribe of Oklahoma or the Miami Nation of Indiana.
2. Willingness to share knowledge to a wide audience.
3. Inclusivity regardless of Myaamia community affiliation.
4. Project deliverables must have the ability to be shared among the Myaamia people. Consider the use of digital media to achieve this when designing your project.
5. Ability to perform the task, project, or program being requested.
6. Willingness to collaborate with tribal or non-tribal organizations for support.
7. Demonstrate evidence that content has historic ties to Myaamia practices and or ways of knowing.
8. Ability to accommodate elderly, disabled or handicapped participants.
9. Content and/or teaching methods are age appropriate.

*The Myaamia Foundation **will not** consider:*

1. Umbrella organization that intend to distribute funds to third parties.
2. Fund-raising activity, benefits, or prizes/gifts.
3. Lobbying, advocacy, or related political activities
4. Projects that do not reach a larger audience or do not directly contribute to the preservation of Myaamia history, language, or culture, and/or solely benefit the grant recipient.

*The Myaamia Foundation **will** consider:*

1. Projects that further the knowledge of Myaamia history, language, or culture.
2. Create art that utilizes Myaamia aesthetic elements.
3. Activities that aim to revitalize cultural practices or knowledge in the communities.
4. Master - Apprentice projects that seek to preserve endangered crafts, cultural practices or knowledge.

Use the outline below to help you prepare your application.

I. BACKGROUND INFORMATION (1-2 pages)

1. Briefly describe who you are and any skills, knowledge or training you have that are relative to the project.
2. Provide us with any previous grant, program, or project related experience you have had that would demonstrate to us your ability to carry out your proposed project.
3. List any networks you have to organizations or individuals who can help you achieve the goals of your project.
4. List any relevant formal education or mentorship you have obtained.

II. PROPOSAL NARRATIVE (4-6 pages)

1. Clearly state how your project supports the mission of the Myaamia Foundation. (The mission of the Myaamia Foundation is to *support the exchange of Myaamia artistic skills, intellectual ideas, and cultural knowledge among Myaamia people.*)
2. List the goals and objectives of your project. Make sure you consider the guidelines listed above and any other relevant information provided in this application.
3. Provide a plan of action with timeline and methodology for your project.

4. List any other relevant participants of your project including titles and a description of their roles and responsibilities.
5. List any challenges or uncertainties you feel could come up regarding the execution of your project.
6. List the long-term impacts, strategies, or goals of your project if applicable. If your project is intended to live beyond the life of the grant how will it continue and with what support?

III. EVALUATION (1 page)

1. Is this project in response to some condition in the community and/or is it attempting to address the loss of some aspect of culture, language, or preserve a specific kind of knowledge or skill?
2. What has convinced you that this project is important and why should the Myaamia Foundation support your project?

IV. BUDGET (1-2 pages)

1. Budgets can be simple but should include salaries, equipment, travel, materials, etc.
2. Matching is not necessary for this grant application but is encouraged to show commitment to the project. If matching is included it should be a minimum of 10% of the total grant requested amount. Acceptable matching includes in-kind contribution, salaries, materials, copying, and services that directly support the project.

V. ATTACHMENTS

1. Enrolment verification.
2. List of all project directors, instructors, organizers, and any other relevant participants who are central to completing the project.
3. Letters of support.