



**OVI MATCHING GRANTS
GUIDELINES FOR APPLICATIONS 2018**

The purpose of Opera Volunteer International's Matching Grants program is to encourage the expansion and development of programs that recruit, develop or train volunteers for participation in all phases of opera company support.

Awards up to \$2,000 are available to opera support groups and organizations and opera companies which create and/or support such programs. Recipients must match each grant award with funds which may be held currently in the organization's treasury or raised as new money.

Grant requests up to \$2,000 may be made for more than one project. Recipients of awards may not receive subsequent awards for similar projects. Matching Grants will be made only to Opera Volunteers International members.

The wide range of programs that have been awarded OVI grants have used many different techniques to train docents and volunteers in assisting their opera companies in areas such as promotion, education, public relations, audience development, production, fundraising and training. Special consideration is given to programs directed toward and involving disadvantaged or under-served groups, multi-cultural communities and/or those who have not been traditionally associated with opera.

SUPPORTING DOCUMENTS (MUST accompany application)

BUDGET

- Include explanation of matching funds
- Include projected costs for all aspects of the project
- Do NOT include refreshment or transportation costs

CONTACTS

- Group officers' names, addresses, telephones, faxes and e-mail addresses
- Publicity information: Contact person, email, telephone. Publication name and email

FINANCIAL STATEMENTS

- Applicant's most recent audited financial statement or IRS Form 990

DEADLINE: February 1, 2018



MATCHING GRANT APPLICATION 2018

APPLICANT

Name of organization _____
Opera company supported _____
Opera company address _____
City _____ State/Province _____ Zip/Postal Code _____
Telephone _____ Fax _____
Email _____

CONTACT PERSON

Name _____
Position _____
Address _____
City _____ State/Province _____ Zip/Postal Code _____
Telephone _____ Fax _____
E-mail _____

AMOUNT REQUESTED \$ _____

PROJECT DESCRIPTION: *(Include title, projected dates, times and locations, and methods of recruitment, development and training of volunteers to accomplish the project. Also, please include number of volunteers involved in project and company involvement, if any.)*

Please attach any additional pages if needed.

OPERA VOLUNTEERS INTERNATIONAL
www.OperaVolunteers.org



MATCHING GRANT APPLICATION 2018

PROJECT PURPOSE: *(Explain the need for such a project and how it relates to the organization's goals and mission)*

LEGAL ASSURANCES:

In the event that a grant is awarded as a result of this application, the recipient agrees to the following terms and conditions as signified by the applicants' signatures. This application shall become part of the legally binding contract between the applicant and Opera Volunteers International.

- The grant cannot be assigned to any other project.
- The recipient shall submit a complete report to Opera Volunteers International summarizing the project within thirty (30) days of project's completion.
- Credit must be given to Opera Volunteers International in brochures, news releases, programs, publications and other printed materials and publicity, including websites. When no printed information is used, verbal credit shall be given prior to each training session, performance or presentation.

President/Primary Contact's signature _____

President/Primary Contact's typed or printed name _____

Additional officer's signature _____

Additional officer's printed name _____

Position _____

Date _____

Completed, signed, original hardcopy application must be received by February 1 by:

**MARY EARL, GRANTS DIRECTOR
6768 Big Ridge Road
Hixson, Tn. 37343**

OPERA VOLUNTEERS INTERNATIONAL
www.OperaVolunteers.org



**PUBLICITY INFORMATION FOR OVI MATCHING GRANTS
APPLICATION**

NAME OF PUBLICATION _____

EMAIL ADDRESS OF PUBLICATION _____

NAME OF CONTACT PERSON AT PUBLICATION _____

EMAIL ADDRESS OF CONTACT PERSON AT PUBLICATION _____

TELEPHONE NUMBER OF CONTACT PERSON AT PUBLICATION _____

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