

## **CNN SPECIAL COMMUNICATIONS FUND**

**The fund enables community projects that strengthen/expand communications infrastructure and communications activities within the CNN area.** Projects could include, but are not limited to: website upgrades, software purchases, signs and banners, translation and interpretation, information cards, childcare at community meetings, community conversations.

**Requested amounts may range, generally, from \$50 to \$500.** CNN has \$2000 available in this cycle. We hope you will consider applying. It is simple.

**Who can apply?** Formal and informal community groups within the CNN area may apply and should be supported by the appropriate Neighborhood Association. A letter of support of the project needs to be sent in with the application. Map of CNN: [ADD ADDRESS] To apply, complete the attached form or use your own document, supplying the same information. **Do not exceed one page.** You may submit your application by email to: [ADD ADDRESS]

**How will your application be evaluated?** Three CNN Board members will evaluate all applications and make funding recommendations to the Board. To be considered for funding a project must address at least one of the following goals:

- strengthen/expand communications within the CNN area
- increase the number and diversity of people involved in their communities
- represent a creative way of engaging neighbors, business owners or other Organizations with the CNN area.

The application must also provide estimated costs within the general range (\$50-\$500) specified. This is a shared pool of money: please budget wisely and ask only for what you need. This will allow us to fund more great communications projects.

If there are more appropriate requests than funds available, the review team will consider the following:

- one request per activity or group
- team and partnerships involved,
- potential for lasting impact on the community
- availability of alternate sources of funding

**The deadline to apply is December 1st, 2016.** Selection decisions will be made in December, 2016.

**Requirements if funded:** All funds must be spend by June 1, 2017, and the project must be completed by September 1, 2017. Acknowledge CNN in all promotional materials. Submit a one page report within 30 days of completion of the project,

including a short narrative of the project accomplishments and a product sample, photo or other artifact demonstrating completion of the project as intended.

## **CNN SPECIAL COMMUNICATIONS FUND REQUEST FORM**

**DATE OF REQUEST** \_\_\_\_\_

**CONTACT NAME, PHONE, AND EMAIL** \_\_\_\_\_

**GROUP/ORGANIZATION NAME** \_\_\_\_\_

**ADDITIONAL MEMBERS OF YOUR TEAM AND PARTNERS** \_\_\_\_\_

\_\_\_\_\_  
**ACTIVITY OR PROJECT DESCRIPTION** (PROVIDE A SHORT NARRATIVE DESCRIBING THE GOALS OF THE PROJECT, WHAT YOU PLAN TO DO, AND HOW YOU EXPECT THAT THE PROJECT WILL STRENGTHEN/EXPAND COMMUNICATIONS WITHIN THE CNN AREA)

**AMOUNT REQUESTED** (EXPLAIN THE BASIS FOR THE AMOUNT BASED ON COST ESTIMATES)

**SEND TO SANDRA LEFRANCOIS**, [sandral@cnncoalition.org](mailto:sandral@cnncoalition.org), 4415 NE 87th Avenue, Portland, Oregon 97220, 503-823-2780, Fax 503-823-3159.