



THE CIRI FOUNDATION

*A Journey to What Matters:
Increased Alaska Native Art &
Culture Grant
2024 Guidelines & Application*

The CIRI Foundation

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About The CIRI Foundation

The CIRI Foundation was established in 1982 by Cook Inlet Region, Inc. (CIRI). The mission of The CIRI Foundation (TCF) is to promote individual self-development and economic self-sufficiency through education and to maintain pride in culture and heritage among Alaska Natives.

The primary goal of TCF is to promote the educational and career development of Cook Inlet Region, Inc.'s original enrollees and descendants through post-secondary education scholarships and grants, research and other related educational programs.

The second goal of TCF is to perpetuate the cultural heritage of Alaska Native peoples through programs and Projects that will enhance appreciation and understanding of Alaska Native cultures among all people.

The CIRI Foundation is an Indigenous led organization that believes in Indigenous values. We want to help Alaska's communities thrive. Please let us know how we can support you in this process.

A Journey to What Matters: Increased Alaska Native Art & Culture Grant

The heritage of Alaska's indigenous people – Yup'ik, Inupiat, Aleut/Alutiiq, Athabascan, Tlingit, Haida, and Tsimshian – is rich in diversity and represents traditions that span more than 12,000 years of history.

In order to perpetuate and promote the artistic and cultural traditions of Alaska Native peoples, The CIRI Foundation developed the *A Journey to What Matters: Increased Alaska Native Art & Culture* (JWM) grant.

Please note that the JWM grant is focused on supporting tangible Alaska Native art traditions. While language acquisition, storytelling, dance and theater arts may be part of a proposed Project, JWM grant funds focus on tangible arts. If you have questions about whether a proposed Project fits within the definition of "tangible" arts, please contact TCF for clarification.

If you have any questions about filling out the application form or submitting a project grant proposal for consideration, please contact TCF anytime.

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2024 Guidelines: A Journey to What Matters Project Grant Program

Goals

The goals of The Foundation's A Journey to What Matters grant program are as follows:

- Promote intergenerational transference of knowledge of Alaska Native artistic and cultural practices
- Support Alaska Native artists

*The JWM grant program is focused on supporting **tangible** Alaska Native art traditions. While language acquisition, storytelling, dance, and theater arts may be part of a proposed Project, JWM grant funds may only be used for expenses associated with tangible arts. If you have questions about whether a proposed Project fits within the definition of "tangible" arts, please contact TCF for clarification.*

Eligibility

A Journey to What Matters Project Grant applications may be submitted to The Ciri Foundation by:

1. Nonprofit organizations that have received an IRS determination of Section 501(c)(3) status and classification as public charity, including but not limited to cultural centers and museums, but not including any non-functionally integrated Type III supporting organization;
2. Tribal organizations that appear in the current Federal Register list of Native entities within the State of Alaska that are federally recognized and eligible to receive services from the United States Bureau of Indian Affairs;
3. Qualified nonprofit or tribal organizations as described above as sponsors of Alaska Native individuals who are selected solely by the applicant organization using objective and nondiscriminatory criteria;
4. Governmental educational institutions such as public schools, including state institutions of higher learning.

Guidelines

All applications for A Journey to What Matters must comply with the following guidelines:

1. The A Journey to What Matters Grant shall further The Foundation's A Journey to What Matters: Increased Alaska Native Art & Culture Goals, as set out above.
2. All organizations applying must satisfy the eligibility criteria above. Individuals are not eligible to apply for or receive grants, but an eligible organization may apply as a sponsor for an individual (as described under Eligibility) where the organization is solely responsible for the financial administration of the grant and for the selection and oversight of the individual.
3. Grantee programs must directly impact or involve Alaska Native people and communities.
4. The grantee organization must report on the Project's programmatic progress and financial expenditures of the grant as specified in the Project Grant Agreement.
5. Preference will be given to grant proposals that demonstrate the ability to obtain at least a one-to-one funding match.
6. Grantees should plan to complete their Project within 12 months of the Project start date, unless the Project is a multi-year grant.
7. The Ciri Foundation may consider a Project more than once if there is a significantly different component described in repeat applications.
8. All Project activities that are funded through the JWM program must take place within the state of Alaska.
9. Preference will be given for applicants who have not been awarded within the last year.



Application Deadlines

Complete applications must be *received* by The Ciri Foundation by the stated deadline. Late and/or incomplete applications will not be considered.

Applicants are encouraged to submit their application early and call The Ciri Foundation to discuss Project ideas prior to submission.

Deadlines for the 2024 *A Journey to What Matters: Increased Alaska Native Art & Culture* program are *March 1 and August 1*.

Complete Journey to What Matters Project Grant proposals will be submitted to The Ciri Foundation Board of Directors at the next scheduled board meeting after the application deadline.

Proposal Submission Process

1. Upon receipt of a proposal, The Foundation will send the applicant an acknowledgment letter via email, which may contain questions and/or requests for additional documents. Please provide a response to each question or a copy of the document(s) as requested.
2. The Foundation Board of Directors will usually make decisions on proposals within 60 days following each Project Grant application deadline.
3. Notification letters will usually be sent to the applicant within 5-10 business days of Board action.
4. If a Project Grant is awarded, a Project Grant Agreement must be signed by both The Ciri Foundation and the grantee, and a W9 must be submitted prior to release of award funds.

Review Criteria

Grant applications are reviewed based upon the following criteria:

1. Appropriateness of the Project Grant proposal to The Foundation's A Journey to What Matters Project Grant Program Goals and Project Grant Guidelines.
2. Need for the Project in the field of Alaska Native art and culture perpetuation.
3. Involvement and collaboration with Alaska Native communities.
4. The extent to which the Project impacts the targeted audience.
5. The extent to which the Project impacts the general public.
6. Clarity of purpose.
7. Realistically defined tasks to achieve the Project's goals and objectives.
8. Demonstration of available funds that support the Project.
9. Feasibility of Project budget and timeline.
10. Appropriate and clearly stated Project evaluation plan that shows impact vs. only statistics.

Project Completion Requirements

Upon completion of the approved *A Journey to What Matters* Project Grant, the following information must be submitted to The Foundation by the grantee *no later than thirty (30) days after the end of the grant period*:

1. A **signed** copy of the *A Journey to What Matters* Grant Program Evaluation Report Form.
2. A copy of the complete financials for the Project showing all TCF expenditures.
3. A copy of the materials or news releases that tell about the Project or results from the Project.
4. Any unexpended balance of grant funds from The Foundation may need to be returned to The Foundation.



5. Any further items requested within the award letter received from The Foundation indicating Board requirements.
6. See Section "E" in the *A Journey to What Matters* Project Grant Program Evaluation Report Form.
7. In addition to submitting the information listed above to The Ciri Foundation at the completion of the grant Project, all grantees must submit a brief story about their Projects on The Ciri Foundation's "Share Your Story" link via <http://thecirifoundation.org/share-your-story/>.

Note: The Ciri Foundation requires the Evaluation Report Form within 30 days after the Project completion (end) date stated on the original proposal, or an official written request for an extension. If the Evaluation Report Form is not submitted further Grant proposals may not be considered. Please see evaluation resources online for further assistance:
<https://thecirifoundation.org/Project-grants/grantee-resources/>

Other Important Information

1. The final decision for grant application approval is made by The Foundation's Board of Directors.
2. Failure to comply with grant criteria of The Ciri Foundation may be grounds for ineligibility for future grants from The Foundation until the matter has been remedied.
3. Grant awards are effective for the approved Project period.
4. **Requests for changes to the Project timeline, budget, or scope must be submitted in writing to The Ciri Foundation for consideration. If the requested change is approved, The Ciri Foundation will send a written response making note of this change within thirty days of receipt of the request.**
5. The Ciri Foundation reserves the right to publish any images that are shared with us.

The Ciri Foundation Does Not Fund the Following:

- The Foundation does not provide grants for endowments, buildings, or equipment, nor does it give loans.
- Funding will not be considered for Projects that have been completed prior to action on the proposal by The Foundation Board of Directors.
- Foundation grants are not to be treated as conduits for re-granting of funds (example: travel or scholarships).
- Grants cannot be made to other private foundations.
- Funds may not be used for lobbying or propaganda efforts to influence legislation of any type.

If you have any questions about filling out the application form or submitting a project grant proposal for consideration, please contact TCF anytime.

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**INFORMATION TO BE SUBMITTED:
A JOURNEY TO WHAT MATTERS PROJECT GRANT PROPOSAL**

To apply for the *A Journey to What Matters: Increased Alaska Native Art & Culture* Grant from The Ciri Foundation, the following information and materials must be submitted for full consideration.

- Complete Application Form (page 7).** Please contact TCF if you need assistance.
- Proof of Eligibility,** (i) a copy of the organization's IRS determination letter of Section 501(c)(3) status and public charity classification (if a nonprofit organization), (ii) current listing in the Federal Register list of Native entities within the State of Alaska that are federally recognized and eligible to receive services from the United States Bureau of Indian Affairs (if a tribal organization); or (iii) statement that the applicant is a public school or state institution of higher learning.

- Proposal Narrative (page 11),** including:
 1. What is the purpose of this Project?
 2. What are the measurable outcomes anticipated from this Project?
 3. What activities will be performed to achieve the purpose of the Project?
 4. Who is the intended audience for this Project (please include the number of people expected to participate in the Project, and an explanation of how the Project will impact and involve Alaska Native peoples during Project development and upon outcome.)
 5. Description of how the Project will be shared with others.
 6. Explanation of how this Project will make a difference in the field of Alaska Native art and culture.
 7. Specific Project timeline.
 8. What is the Project evaluation plan?
 Statement explaining why your organization is uniquely suited to complete the Project.

- Complete Budget Form (page 8) and Budget Narrative (page 11),** including:
 1. An itemized listing and explanation of how Foundation funds would be used.
 2. A detailed listing of all funders to the specific Project or program must also be included. The detailed fund list must indicate if the proposals to the other listed funders have been approved, are pending response, or have been denied.
 3. A description explaining how the Project will be impacted if less funding from The Ciri Foundation is received.

- Additional Required Documents,** including:
 1. At least two letters of support for the Project - **local Alaska Native community support highly recommended. Letters of reference should include referee's signature and contact information.**
 2. A copy of the organization's most recent audited financial statement (if not applicable, contact The Foundation).
 3. A current list of proposing organization's board of directors.



2024 A Journey to What Matters Project Grant Application Form

PROJECT PROPOSAL INFORMATION:

Project Name:

Project Dates (MM/DD/YYYY):

Project Begins:

Project Ends:

APPLICANT IDENTIFICATION

Organization:

Mailing Address:

City:

State:

Zip:

Chief Administrative Person:

Title:

Phone:

Fax:

Email:

Active Project Contact:

Title:

Phone:

Fax:

Email:

Website:

Non-Profit Status:

IRC 501(c)(3):

Other (specify):

Organization Federal Employer I.D. Number

PROJECT BUDGET SUMMARY

Cash Provided by Applicant \$

In-Kind Provided by Applicant and Other Sources \$

Cash Committed by Other Sources \$

Cash Requested from The CIRI Foundation \$

Cash Amount Yet-to-be-Identified \$

TOTAL Project Budget (Cash only) \$

CERTIFICATION

I certify that all information contained in this application, including all attachments and supporting materials, is true and correct.

Signature:

Date:

Authorized Officer's Name:

Title:



A Journey to What Matters Project Grant Program Budget

Organization:

Project Name:

SOURCES OF FUNDS

	Cash	In-Kind	Total
Amount provided by Grant Applicant	\$	\$	\$
Corporate Support	\$	\$	\$
Other Foundation Support	\$	\$	\$
Other Private Support	\$	\$	\$
Government Support	\$	\$	\$
Other Revenue	\$	\$	\$
Amount requested from The CIRI Foundation	\$	\$	\$
Total	\$	\$	\$

EXPENSES

*Please attach itemized calculations and explanations for each line item on separate paper. Please clarify how these line items fit in to overall budget if this is a subset of a larger budget. This information will be compared to budget explanation. **Requests for changes to the Project timeline, budget, or scope must be submitted in writing to TCF for consideration.***

	Cash	In-Kind	Total
Personnel/Administration/Indirect*	\$	\$	\$
Professional Contract Services	\$	\$	\$
Travel (<i>TCF does not fund</i>)	\$	\$	\$
Per Diem	\$	\$	\$
Space Rental	\$	\$	\$
Equipment Rental	\$	\$	\$
Marketing	\$	\$	\$
Permission and other fees	\$	\$	\$
Printing	\$	\$	\$
Supplies	\$	\$	\$
Insurance	\$	\$	\$
Phone/Postage	\$	\$	\$
Shipping	\$	\$	\$
Other (specify):	\$	\$	\$
Other (specify):	\$	\$	\$
TOTAL	\$	\$	\$

***Contact TCF to discuss reasonable indirect expenses, if needed**



2024 A Journey to What Matters Project Grant Agreement

Instructions: Please fill the "Grantee" sections on page 9 and 10 when submitting an application. For "type of organization", please refer to the Eligibility section on page 3 to denote if the applying organization is a 501(c)(3) nonprofit, federally recognized tribe, or other eligible organization.

This A Journey to What Matters Project Grant Agreement ("Agreement") is entered into by and between The Ciri Foundation, an Alaska nonprofit corporation ("Grantor") and:

_____, a _____ ("Grantee").
ORGANIZATION NAME TYPE OF ORGANIZATION

The federal tax law imposes restrictions on the activities and grants of private foundations such as Grantor. These restrictions are enforced by stringent penalties. In order to ensure that federal tax law requirements are met, Grantee agrees to the following terms and conditions with respect to the Project Grant described in the attached notification letter, which is incorporated into this Agreement by reference. While this grant is to be restricted/intended for use for the purposes described in the grant proposal, this grant award shall not be deemed to be contingent/conditioned upon the accomplishment of any specific, measurable barrier (unless that condition is specifically identified below).

1. Grantee represents that it has either (a) received an IRS determination of Section 501(c)(3) status and classification as a public charity (other than as a non-functionally integrated Type III supporting organization) under Section 509(a), and that such letter has not been revoked or modified; or (b) a tribal organization that appears in the current Federal Register list of Native entities within the State of Alaska that are federally recognized and eligible to receive services from the United States Bureau of Indian Affairs.
2. The Project Grant must be used exclusively for the charitable and educational purposes specified in the notification letter ("Project"), and for no other purposes. Any part of the Project Grant funds, and any income earned on such funds, that is not used, or that is used for a purpose other than the charitable and educational purposes of the Project, must be returned promptly to The Ciri Foundation.
3. No part of the Project Grant may be used to attempt to influence legislation (i.e., to lobby) or to support or oppose, directly or indirectly, any candidate for public office.
4. If Grantee is sponsoring one or more individuals in connection with this Project Grant, Grantee acknowledges that it is solely responsible for the selection of any such individual(s) using objective and nondiscriminatory criteria, and that the Grantor will play no role in such selection process; for the financial administration of any portion of the Project Grant provided by Grantee to any such individual(s); and for ensuring that the Project Grant is used solely for the purposes of the Project.
5. Within thirty (30) days after completion of the Project, the grantee will make a final report to the Grantor detailing all expenditures made from the Project Grant funds, including salaries, and supplies and indicating the progress made toward the goals of the Project Grant.
6. The Grantee will indicate the Project Grant separately on its books of account, charge expenditures made in furtherance of the Project Grant purposes against the Project Grant, and keep records adequate to enable the use of the Project Grant funds to be checked readily.
7. The Grantee will keep all records pertaining to this Project Grant along with copies of the reports submitted to the Grantor, for at least four (4) years and make the records available to the Grantor at reasonable times.



8. No part of this Project Grant may be used by or for the benefit of any "disqualified person(s)" with respect to The Ciri Foundation within the meaning of the federal tax law, specifically Cook Inlet Region, Inc., any officer or director of The Ciri Foundation, the spouse, ancestors, children, grandchildren, great grandchildren, and the spouses of children, grandchildren, and great grandchildren of any such individuals, and any entity owned more than 35% collectively by any of the foregoing. Grantee is responsible for compliance with this requirement.
9. Any publications/materials in connection with this Project Grant must state "Funded in part by The Ciri Foundation" (in no smaller than size 12pt font), and must include the TCF logo.
10. Requests for changes to the Project timeline, budget, or scope must be submitted in writing to The Ciri Foundation for consideration. If the requested change is approved, The Ciri Foundation will send a written response indicating its approval within thirty days of the request.
11. Amendments to this Agreement will be effective only if made in writing and signed by authorized representatives of both Grantor and Grantee.

The Grantor is available to discuss any questions the Grantee may have about the effect of these terms and conditions or concerns or about the requirements as outlined above. If during the course of the Project Grant period Grantee seeks more information regarding the application of one or more of the terms and conditions to a particular problem or situation, the Grantor is pleased to consult with the Grantee.

Grantee acceptance of these terms and conditions must be indicated below by the signature of the officer or officers who are, under Grantee's by-laws or other organizing documents, or the laws governing the Grantee organization, authorized to execute contracts on behalf of the Grantee organization. Please make a copy for your organization and return the executed original Agreement to the Grantor.

This Grant Agreement is hereby agreed to by:

GRANTOR:

The Ciri Foundation

3201 C Street, Suite 506, Anchorage, AK 99503

Authorizer Signature: _____

Date: _____

Printed Name: _____

Title: _____

GRANTEE:

Organization Name: _____

Address: _____

Authorizer Signature: _____

Date: _____

Printed Name: _____

Title: _____



2024 A Journey to What Matters Project Grant

PROPOSAL NARRATIVE TEMPLATE

- 1. What is the purpose of this Project?**
- 2. What are the measurable outcomes anticipated from this Project?**
- 3. What activities will be performed to achieve the Project objectives?**
- 4. Who is the intended audience? In your response please include the number of people expected to participate in the Project, and an explanation of how the Project will impact and involve Alaska Native peoples during Project development and upon outcome.**
- 5. How will the Project be shared with others?**
- 6. Explanation of how this Project will make a difference in the field of Alaska Native art and culture.**
- 7. Specific Project timeline.**
- 8. What is the Project evaluation plan to measure Project's outcome and impact? If you need assistance developing an evaluation plan, please reach out to TCF.**
- 9. Statement explaining why your organization is uniquely suited to complete the Project.**



BUDGET NARRATIVE TEMPLATE

- 1. An itemized listing and explanation of how Foundation funds would be used.**
- 2. A detailed listing of all funders to the specific Project or program must also be included. The detailed fund list must indicate if the proposals to the other listed funders have been approved, are pending response, or have been denied.**
- 3. Please explain how the Project will be impacted if less funding from The Ciri Foundation is received.**



Evaluation Report

Organizations that receive a Grant from **The Ciri Foundation** must complete and submit this Evaluation Report and related materials within **thirty (30) days** of Project completion date in order to be considered for any future Foundation Grant funds. ***Please contact TCF if assistance is needed to complete this evaluation. TCF team members are available to help.***

A. Applicant

Organization:

Address:

City:

Contact Person:

State:

Zip:

Phone:

B. Project:

C. Budget: Total Revenues:
Total TCF Grant:

Total Expenses:
Total TCF Grant Spent:

D. Program Report

Part 1. Describe how the Project was carried out. Please be concise. What was the purpose of the Project? What did you do? How did you reach your intended audience?

Part 2. Were there any changes in your Project from what was stated in your approved application to The Foundation? If so, please explain what they were and why.

Part 3. Were you able to fully accomplish the Project and all its activities within the stated budget and timeline? If either response is "no," please explain the circumstances of any changes.

Part 5. Who were the individuals that benefited directly from your activities, including Ciri Shareholder families, other Alaska Natives and the general public; actual total audience, participants (children, youth and adults), etc. Please include tribal affiliation when known.

Part 6. If the Project were conducted again, what could be done differently to improve it?

E. Attachments to The Ciri Foundation Project Grant Evaluation Report

Please enclose the following information and/or items with this Evaluation Report:

- A copy of the news releases that tell about the Project.
- A copy of the Project's program/s or catalogue/s or published/produced material/s.
- A copy of the final Project accounting report.
- A check for the unexpended balance of the Grant funds the organization received from The Foundation, or any Project Grant fund expenditures for a purpose other than the Project, are to be returned to The Foundation.



- A photo suitable for use in The Ciri Foundation Newsletters or Annual Reports*.
- "Share Your Story" on www.thecirifoundation.org describing the Project- may be submitted by a participant. (You may also attach a Project summary, highlights, or story to your Evaluation Report as a supplemental document. Please indicate any photo(s) you would like to accompany the story posted online. Responses to Part 1 and Part 2 may serve as a story if no other is provided.)

*By checking this box, you confirm there is written permission to use any and all photos or media submitted as part of the required materials of a JWM project grant on TCF's website, newsletters, and/or other related publications as appropriate.

This Grant Evaluation Report was completed by:

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Please contact The Ciri Foundation if you have any questions about the Evaluation Report or any supplemental items.



Pre-program Artist Evaluation Survey (Optional)

Please take some time to complete this brief survey. The information collected in this survey is requested by The Ciri Foundation (TCF) and a national arts funding organization. It will be used to assess the diversity of art practices in Alaska and funding needs within the state. Your responses are voluntary. *If participants are minors please do not use name.*

Artist name: _____

Age: _____

Current zip code: _____

Home community: _____

Cultural affiliation: _____

Artistic skills: _____

1. How do you think your peers and community would rate your level of artistic skill?
 - Novice
 - Beginner
 - Intermediate
 - Advanced
 - Expert

2. How do you think your peers and community would rate your knowledge of cultural arts?
 - Novice
 - Beginner
 - Intermediate
 - Advanced
 - Expert

3. Do you make arts and crafts as a form of income?
 - Yes
 - No
 - a. If you answered *yes* to question 3 which of the following is more accurate for you?
 - Sales of arts and crafts are a supplement to other forms of income
 - Sales of arts and crafts are a primary so
 - Source of income

 - b. If you answered *no*, are you interested in gaining tools to help you make an income from your work?
 - Yes
 - No

4. How satisfied are you with the arts and crafts market?
 - Very satisfied
 - Somewhat satisfied
 - Neutral
 - Somewhat unsatisfied
 - Very unsatisfied

5. Level of business and marketing skills
 - Novice
 - Beginner
 - Intermediate
 - Advanced
 - Expert

6. Do you make Alaska Native arts and crafts to use within your community and/or family?
 - Yes
 - No

7. From the list below, please mark all of the reasons why you engage in your artistic practice:
 - Recreational/personal enjoyment
 - Kinship
 - Community development
 - Cultural preservation
 - Cultural identity
 - Cultural revitalization
 - Other_____

**Chiqinik! Bas'ee! Hai'! Mahsi'! Chinan! Qagaasakung! Quyana! Quyanaq! Háw'aa!
Way dankoo! Dogedinh! Tsin'aen! 'Awa'ahdah! Gunalchéesh! Thank you!**



Post-program Artist Evaluation Survey (optional)

The Project that you participated in was funded in part through The Ciri Foundation's A Journey to What Matters: Increased Alaska Native Art & Culture (JWM) grant program. The information collected in this survey is requested by The Ciri Foundation (TCF) as a requirement of this grant funding. Please take some time to complete this survey. The results will be reviewed and used to assess the impact of JWM grant funding. *If participants are minors please do not use name.*

Artist name: _____

Project title: _____

Date: _____

1. Current level of artistic skill?

- Novice
- Beginner
- Intermediate
- Advanced
- Expert

2. Current level of cultural arts knowledge?

- Novice
- Beginner
- Intermediate
- Advanced
- Expert

3. Current level of business and marketing skills

- Novice
- Beginner
- Intermediate
- Advanced
- Expert



Please provide any other feedback that you would like to share about your participation in this *Journey to What Matters: Increased Alaska Native Art & Culture Project* in the space below:

**Chiqinik! Bas'ee! Hai'! Mahsi'! Chinan! Qagaasakung! Quyana! Quyanaq! Háw'aa!
Way dankoo! Dogedinh! Tsin'aen! 'Awa'ahdah! Gunalchéesh! Thank you!**