Mass Cultural Council

Application Summary: FY23-LCC-42956

Application To: Melrose Cultural Council

Applicant Information

Applicant Organization Information

> Review the applicant information. If you need to update the Organization Information, use the Note feature on the left to contact a Mass Cultural Council staff person for help.

Legal Name: Melrose Human Rights Commission
Doing Business As:

Physical Address:
Address 1: 562 Main Street
Address 2:
City: Melrose
State: MA
ZIP: 02176-3113

Mailing Address (if different):
Mailing Address 1:
Mailing Address 2:
City:
State:
ZIP:

Parent Organization: City of Melrose
Fiscal Agent:

Please note, organizations are required to provide a physical address. A PO Box can be provided for the mailing address, but not the physical address. Organizations that do not have a facility or office typically provide the address of the primary person leading the organization or group, such as the board chair, staff person, or lead volunteer for the group.

If you see "Grant Seeking Organization" listed as your parent organization, this means that you do not have a parent organization and you can disregard it.

Mass Cultural Council

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Primary Contact

> Review the applicant information. If you need to update the Primary Contact information you can do so in your Profile. Click Home button in upper right corner to get to My Profile button.

Jennifer Champagne
champagnejm@gmail.com
518-265-5867

Is the information displayed above for the applicant information correct?

Yes

Amount Requested

$1,000

Project Discipline

Humanities

Project Title

Melrose MLK Day of Service and Community Potluck

When will the project take place?

January 16, 2023

Where will the project take place?

Melrose Unitarian Universalist Church

Estimated number of people served

> Number of People Served - Estimate of the number of individuals that you predict will participate in or benefit from this project.

250

Does this project primarily serve schoolchildren (grades pre-K to 12)?

No

Project Overview

Summarize the proposed project or program.

The MLK Day of Service and Community Potluck is an event to celebrate and honor the legacy of Dr. Martin Luther King, Jr. by coming together to serve our community through thoughtfully organized volunteer activities. Following the MLK Day of Service volunteer activities, we will gather for a program honoring Dr. King with a guest speaker, music, a community recitation of the “I Have a Dream” speech, an open discussion and a potluck dinner. In addition to honoring Dr. King’s legacy, the MLK Day of Service provides an opportunity for Melrose to address inclusion, diversity, representation, and community compassion.

Who is the target audience for this project?

> Target Audience: The specific individuals you are hoping to attract to attend or participate in a project. These individuals may be defined by age, economic status, geographic location, interests, etc.

The target audience for the MLK Day of Service is all Melrose residents and any interested neighboring community members.

What is the cost of participation for attendees (if any)?

Free.

How does the proposed project provide public benefit and contribute to the cultural vitality of the community as a whole?

> Public Benefit: Local council funds may only be used to support activities that contribute to the cultural vitality of the community as a whole, rather than benefitting any private individual or group. However, this does not mean that a large crowd of people needs to participate in order to satisfy the public benefit requirement.

The MLK Day of Service provides a public benefit and contributes to the cultural vitality of the community as a whole by promoting service, volunteerism, diversity, inclusion, and community building. The MLK Day of Service further promotes an open community dialogue and helps to strengthen the voices of a historically underrepresented group. The Melrose Human Rights Commission hopes that events like the MLK Day of Service will also contribute to the community by emphasizing a return to in-person events and increasing community wide attendance after a time of social isolation for many caused by the pandemic.

Please describe the qualification of key artists, humanists, interpretive scientists or organizations involved with leading the cultural component of this project.

The Melrose Human Rights Commission is dedicated to using community outreach as a tool to build a more inclusive, safe, and welcoming Melrose and has extensive experience hosting events that promote cultural awareness. The Commission will seek to collaborate with the Melrose Public Library, Melrose Public Schools, local musical performers, local community organizers, local faith leaders, local leadership, and a guest speaker in hosting the MLK Day of Service.

If there are any other individuals or organizations that will be involved in the project as planners, partners, or collaborators, please list them below. If applicable, please distinguish between those who have made a firm commitment to the project and those with tentative or potential involvement.

The Melrose Human Rights Commission plans to collaborate with the following individuals and organizations: The City of Melrose and the Mayor’s office; The Melrose Public Library; Melrose Public Schools; local community organizers; local faith leaders; local leadership; local performers; and local businesses.

How are you planning to promote the project to the community and your target audience?

The Melrose Human Rights Commission plans to promote the MLK Day of Service to our community through multiple avenues, including the local newspaper and media, the City of Melrose city alerts and Mayor's blog, the Human Rights Commission's Facebook page as well as local Melrose group Facebook pages, Let's Talk Melrose, an extensive poster and flyer campaign in local businesses, and word of mouth.

Budget

> Click "Save Draft" to update the budget displaying below after editing your budget in the pop up window.

Project Budget

Cash Expenses	Description	Amount
Salaries/Fees: Artists/Humanists/Scientists	Guest speaker	$1,200.00
Marketing/Promotion	Advertising expenses	$100.00
Supplies and Materials	Event decorations and give away items for attendees	$100.00
Other (please describe)	Free food for volunteers (not to be covered by Council grant money).	$100.00
		$1,500.00

Projected Income: Please briefly describe the other sources of projected income needed to complete this project.

The Melrose Human Rights Commission will seek sponsorship from local businesses to help supplement expenses not covered by any approved grant or through the allotted Commission budget.

In-Kind Support: If applicable, please briefly describe any in-kind support you are getting for this project.

In past years the Melrose Human Rights Commission has received in-kind support of discounted food, donated food, water, paper goods and musical performances that will again be relied upon for this year's MLK Day of Service.

How will you adjust the project if the council cannot fund the entire amount you are requesting? (For example, how will you raise additional funds or scale the programming back?)

If the council cannot fund the entire amount the Melrose Human Rights Commission is requesting, the Commission will adjust by working to raise additional funds through local donations and, if necessary, scaling back on the cost of a guest speaker.

If you have applied to other Local Cultural Councils for funding for this specific project, please list the names of those councils below.

The Commission has not applied to other Local Cultural Councils. After a period of several vacancies, the Commission now has a near full Commission and greatly appreciates the Council's support as we focus on community building events.

Additional Materials

Supplemental materials are limited to a total of three (3) printed pages. All pages must be in PDF file format.

Please visit the website of the council to which you are applying to learn if supplemental materials are required. This information will be listed under their Council Priorities tab. It is not necessary to upload supplemental materials unless they are required by the council.

Up to three files may be submitted, if the PDFs are all one page documents. In case it's helpful, here are some sites that allow you to crop/delete pages from a PDF:

PDFZorro.com
PDFescape
DocHub

Additional Material File

Acknowledgement

Ready to Submit?

Once you click "Submit" below, you will no longer have access to make changes to your application. A copy of your application will be sent via an email attachment upon submission.

After the application deadline, and while the applications are under review, you will not be able to access the application through the website. To save a copy of your application, click “View PDF Summary” at the top of the page and save the file on your device.

Please note: You have not successfully submitted your application until you see the following message: "Congratulations - You have successfully submitted your application. Click on the Home button to return to your home portal."

Authorized Signature: I certify that all the information contained in this application, including all supporting documents and materials, is true and correct to the best of my knowledge. I certify that the required acknowledgment will be given to Mass Cultural Council and the granting Local Cultural Council, if this application is approved. I certify that reasonable accommodations will be made to ensure that people with disabilities have equal physical and communications access, as defined by state and federal law and as outlined in the LCC Program Guidelines.

Clicking “submit” below serves as an authorizing electronic signature.

Authorized Signature

I agree