Application Summary:
FY23-FE-PRJ-52825

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.

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.

Randall Carter
randallcarter89@gmail.com
617-899-2346

Contract Manager Information

> If awarded a grant, who will serve as contract manager for the grant? The contract manager is responsible for ensuring the contract and attachments are completed by the authorized signatory and that it is returned in a timely fashion.

Contract Manager

> First and last name of person managing contract

Randall Carter

Contract Manager Title

Commissioner

Contract Manager Phone

617-899-2346

Contract Manager Email

randallcarter89@gmail.com

Contract Manager Fax

Project Information

Project Discipline

Humanities

Beginning Date

> When does or did the publicly available component of the festival or project start? To be eligible, the festival or project must start July 1, 2022, or later.

03/25/2023

Ending Date

> When does or did the publicly available component of the festival or project end? To be eligible the festival or project must end by June 30, 2023.

04/15/2023

Optional explanation of start and end dates: (500 characters)

While the event itself will be held on a single evening, as of this moment the exact date of the event has not been finalized with the event space

Name of Festival or Project

Melrose Community Iftar Celebration

Description

> Provide a one-sentence description of the festival or project including purpose and project location by completing this sentence, "This grant will be used for a project to..." This response may appear in communications to the public, and in fiscal documents such as grant contracts.

This grant will be used for a project to fund the Annual Melrose Community Iftar Celebration at Melrose Memorial Hall: a community festivity open to all, whose purpose is to highlight Middle Eastern and Islamic culture, build community, and promote interfaith dialogue.

Please provide a description of the festival or project's programming and activities.

> What is or was the goal or purpose of the project or festival? How is or was the festival or project primarily focused on promoting access, diversity, or education in the arts, humanities, or interpretive sciences?

The mission of the Human Rights Commission is to promote a spirit of diversity and respect among citizens of Melrose. In keeping with that mission, the Commission throws an annual Iftar celebration as a means of community-building within our town (and surrounding communities). This is intended to be a celebration of inclusiveness and diversity, and an opportunity for our city's observers of Ramadan to share and educate, re: their cultures and traditions, with the community at-large. We are planning to have one or two educational speakers, as well as a traditional musical performance, in additional to the iftar meal itself.

Who is or was your intended audience for this project or festival?

> Be sure to address how the festival was or will be available to the general public (by free or paid admission)

The intended audience of the Melrose Community Iftar Celebration is all Melrose residents, as well as residents of neighboring communities. The event will be free of charge for all.

Is or was your project or festival free to the public?

Yes

Describe the steps you took or will take to ensure the project or festival is accessible to people who are Deaf or who have a disability:

The event will be held at Memorial Hall, which as a municipal building, must comply with the Americans with the Americans with Disabilities Act, as well as other federal/state/local accessibility statutes. Fees for an ASL interpreter for the guest speaker programming are figured into the budget for this event.

Festival or Project Location Name

> Enter the name(s) of the venue(s) or place(s) where the project/festival will happen. If virtual, write "Online only." If to be determined, write "TBD."

Memorial Hall

Festival/Project Location City/Town

> **In which city or town did or will most of your festival or project happen?**
>
> Below you will find a list of the 351 official Massachusetts cities and towns. If you are looking for a neighborhood or village, you will need to Google it find out what city or town it is in so you can select that option.
>
> Online only festivals and projects can select "Online Only"
>
> If you are not sure yet which city or town your festival or project will take place in, you can select To Be Determined. However, it will not be included in the priority community review.

Melrose

Optional explanation of location

Festival/Project Website

> Enter the full URL for your site.

Festival/Project Instagram

> Enter the full Instagram URL that starts with https://www.instagram.com/

Festival/Project Facebook

> Enter the full Facebook URL that starts with https://www.facebook.com/

Festival/Project Twitter

> Enter the full Twitter URL that starts with https://www.twitter.com/

Budget

Please provide estimated cash expenses for the festival or project that took place or will take place between July 1, 2022, and June 30, 2023.

Applicants must have project cash expenses of at least $2,500

You may include the actual cost of staff time or administrative expenses that are dedicated to this project. Please include an explanation in your description of the project. For example, "Our budget includes 50% of our Education Director's time for 6 weeks."

You will include cash expenses in the budget form by clicking on the “Project Budget” button. Do not include anticipated revenue in the budget form, you will describe your anticipated income using the narrative questions below.

Cash Expenses	Description	Amount
Space Rental	Memorial Hall rental fee	$700.00
Supplies and Materials	Decorations, programs, etc	$200.00
Marketing/Promotion	Flyers, etc	$100.00
Salaries/Fees: Artists/Humanists/Scientists	musical performers	$400.00
Salaries/fees: Contractors	educational/cultural speaker(s) (incl ASL interpreter)	$600.00
Other (please describe)	food	$1,000.00
		$3,000.00

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

The vast majority of the HRC's annual budget of $3000 is already earmarked for our MLK programming and Pride festival. Any additional or substitute funding would likely have to come from donations towards the event itself

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

Volunteer time of Human Rights Commissioners and other community members, as needed

Prioritization Factors

> Mass Cultural Council seeks to broaden and diversify the range of persons who benefit from its grant programs. To that end priorities have been established that will seek to attract and provide funding under this program to entities and communities that may not have been, or had an equal opportunity to be, beneficiaries of Mass Cultural Council programs. Prioritization will include the following:

Funding History

> First time applicants or applicants that have not received direct funding from Mass Cultural Council in the previous three fiscal years (2022, 2021, 2020). Below you will see the information we have on file for your organization, for FY20–FY22. FY23 grants will not be reflected below but may factor in to grant determinations.
>
> By submitting your application, you acknowledge understanding that Mass Cultural Council will verify this information with historical data in our grants management system. Mass Cultural Council will make every effort to ensure accuracy but cannot be held accountable for missing or incorrect information in the relevant sources. If you have questions about the information displayed below send staff a note using the notes feature here or call or email program staff directly.

Received at least one grant in the past three fiscal years

No

Under-Resourced Communities

Projects that are located in specific communities, which are cities and towns that are below the state average in household income and educational attainment. This includes but is not limited to places designated as Gateway cities. See a list of these communities.

Festival/Project is in an under-resourced community

No

BIPOC-Centered Self-Identification

Applicants that self-identify as led by and serving people of the global majority — Black, Indigenous, People of Color (BIPOC), Latinx, Asian, Native American, Pacific Islander, and all other ethnicities of color. Organizations wishing to make this identification will need to fill out a BIPOC-Centered Organization Self-Identification form in the grants management system. The form is in the Opportunities section of your portal.

BIPOC-centered organizations must be able to demonstrate that:

1. The organization's primary Mission, Programming and/or Practices explicitly and specifically reflect and serve one or more communities that self-identify as BIPOC.

AND

Must be BIPOC led and/or run.

For more information, full definitions, guidelines, and to see a sample form, visit the BIPOC-Centered Self-Identification page.

Is your Organization BIPOC-Centered? If so, complete the BIPOC-Centered Self-Identification form. The form is in the Opportunities section of your portal.

By submitting this application, you acknowledge understanding that **you must submit the BIPOC-Centered Self-Identification Form no later than December 15, 2022**, in order for the prioritization to be factored into the review of application for your Festivals & Projects Grant.

Currently recognized as BIPOC-Centered Organization in the system?

> If you have recently submitted a BIPOC-Centered Self-Identification form, and it has not yet been reviewed, you will see "No" below. Due to the volume of applications, most will not be reviewed until after December 15.

No

Participation in Card to Culture

> Applicants that participate in Mass Cultural Council's Card to Culture program. (This is not a grant program. This is a voluntary discount program aimed at helping organizations reach specific audiences - EBT, WIC, and/or ConnectorCare card holders. There is no funding associated with this program.)
>
> Organizations wishing to participate in Card to Culture will need to fill out an application for the program in the grants management system. The form is in the Opportunities section of your portal.
>
> For more information, full definitions, and guidelines, visit the Card to Culture page.
>
> By submitting this application, you acknowledge understanding that **you must apply for Card to Culture no later than December 15, 2022**, in order for the prioritization to be factored into the review of application for your Festivals & Projects Grant.

Current Participant in Card to Culture?

> If you have recently submitted a Card to Culture application, and it has not yet been reviewed, you will see "No" below. Due to the volume of applications, most will not be reviewed until after December 15.

No

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.

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 hereby release Mass Cultural Council, its members, and employees, from any liability and/or responsibility concerning the submission of materials to this program. In addition, I agree that the required public acknowledgment will be given to Mass Cultural Council if this application is approved. I understand that failure to respond to any of the items requested in this application may seriously hinder its consideration. I certify that we are committed to the completion of the proposed activities in compliance with legal requirements and granting procedures and will file the report required by the Mass Cultural Council.

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

Authorized Signature

I agree