



SPECIAL OPPORTUNITY GRANT INSTRUCTIONS & CHECKLIST

Application will be accepted between **January 1 and December 31** annually, or until all grant funds are expended, for a need or opportunity taking place between January 1 and December 31.

Applicants must submit the following:

- ___ Special Opportunity Grant Application
- ___ Budget if total opportunity or need exceeds \$750
- ___ Submit **at least one** but **no more than three** supplemental items supporting your need or opportunity (photo, brochure, invitation, professional estimate, etc.)
- ___ Email a copy to info@clackamasculturalcoalition.org with supplemental materials and watch for confirmation receipt. If no email confirmation received within 48 hours, contact 503-655-0525.
- **OR-**
- ___ Mail a hard copy along with your supplemental materials to:
Clackamas County Cultural Coalition
Special Opportunities Grant
PO Box 2181
Oregon City, OR 97045
- ___ Retain a copy for your records