Organizational & Professional Development Grant Program

Oregon Cultural Trust FY2027

Organizational & Professional Development Grants

Program Guidelines & Application Form

Rolling Deadlines; Applications accepted:
Fall cycle: due October 31, 2026
Spring cycle: due February 28, 2027
Supporting activities taking place between November 1, 2026- July 30, 2027

This grant program is supported by the Oregon Cultural Trust and the Cultural Trust Partners.

This program has two categories:
Organizational Development – maximum request $2,500
Professional Development – maximum request $1,000

The Organizational & Professional Development Grant Program is an opportunity available to **cultural nonprofits in Oregon** as well as Cultural Trust **County and Tribal Cultural Coalitions** and their members. Applying organizations must have an **annual operating budget of under $1.5 million**.

OVERVIEW

The Organizational & Professional Development Grant is a program developed by the Cultural Trust Partners. The purpose of the program is to strengthen cultural non-profit leadership and organizational effectiveness to better serve Oregon's cultural community. This program is focused on cultural organizations and coalitions with operating budgets under $1.5 million to provide access to development opportunities not otherwise available.

Applications are accepted on a rolling basis for fall awards (due 10/31/26) or spring awards (due 2/28/27) for projects taking place between November 1, 2026 - July 30, 2027; all Cultural Trust funds must be expended during this period. Applicants will be notified of the Cultural Trust's decision within 30 days of receipt of the application. The Cultural Trust reserves the right to request further information from applicants before making funding decisions.

AVAILABILITY OF FUNDS

All eligible applications will be funded until funds are depleted. Applicants will be notified when funds are no longer available. The Oregon Cultural Trust website will announce when all funding has been expended.

All decisions made by the Cultural Trust are final.

ELIGIBLITY

Applicants must be staff members (full or part time) of organizations that meet the following **eligibility criteria** or County/Tribal Cultural Coalition members.

A cultural nonprofit registered on the Cultural Trust website which is:
- a recognized 501(c)(3) organization by the IRS and
- current with all grant reporting requirements to the Cultural Trust and its funding partners

or A County/Tribal Cultural Coalition, current with all grant reporting requirements.

APPLICATION CATEGORIES

1) Organizational Development

This category supports organizational development with a maximum award of $2,500 for capacity building through professional consultation and/or facilitation projects.

Organizational Development Projects may include:

- Strategic planning
- Organizational branding/marketing plans
- Board development
- Diversity, Equity, and Inclusion training/policy development
- Audience development or marketing plans
- Fund development planning
- Evaluating and planning to make facilities, programs and staff accessible to individuals with disabilities
- Financial management planning
- Executive development
- Transition planning

Requests of up to $2,500 may be submitted beginning September 15, 2026. Grant awards are limited to $2,500 per project and one award per organization during the grant period, until available funds are depleted.

Subsequent applications may be made for follow-up activities or additional consultation in the following grant cycle, should this program be extended.

Funds may not be used for:

- Salaries for existing full or part-time staff of the applicant organization,
- Programming or general operating/administrative expenses, or
- Reimbursement of completed projects or activities.

2) Professional Development

This category supports professional development for key leaders of cultural nonprofit organizations and Cultural Coalitions in the professional development categories listed below. A maximum of $1,000 per opportunity may be requested. An organization or Coalition may submit and receive up to two grants per year in this category. Organizations are eligible to submit up to two requests per application cycle, however in general organizations may not receive more than a total of $1,000 from this category per cycle.

Professional Development projects may include:

- Travel, lodging and registration fees for relevant conferences.

- Learning opportunities (seminars, workshops, courses) that enhance the knowledge, ability and contribution of an employee's work in a cultural non-profit or County Cultural Coalition.

Grant payments will only be made to an organization/Coalition, not to an individual participant in the professional development program. Supported opportunities must be concluded by the end of the grant activity period (7/30/2027) or prior to the next annual grant cycle as needed.

Applications for professional development opportunities must be submitted no fewer than 45 days prior to the event.

Funds may not be used for:

- Salaries
- Stipends for artists
- Printing of marketing/fundraising materials,
- Programming or Production expenses, or
- Degree-bearing educational programs.

APPLICATION PROCESS:

1. Complete the application PDF
2. **Organizational Development** request must submit **the proposed consultant's bio or resume and short work plan including timeline.**
3. **Professional Development** requests must include a **letter of support** from organization's governing leadership (executive director or board chair).
4. Email the completed application and required materials to:

   Culture.Grants@biz.oregon.gov

5. Cultural Trust staff will review the application and materials and make a determination.

   Staff may request additional information. Staff will notify the applicant within 30 days of receiving the application of the decision.

Questions? Contact:

- Aili Schreiner, Cultural Trust Manager, Aili.Schreiner@Biz.Oregon.Gov

FY2027 Organizational & Professional Development Grant Application

Applicant Information

Project Contact Name:				
Address:				
City		Oregon	Zip	
Telephone				
Email				

Organization Name (Fiscal Sponsors accepted only for County Cultural Coalitions):

Federal Tax Identification Number	
Executive Director or Board Leadership Name	
Title	
Email Address	
Web Address	

Project Information

Project Title	
Total Budget for this Project/Activity	
Grant Amount Requested	
Which category are you applying to	◯ **Organizational Development** ◯ **Professional Development**
Briefly describe the project (maximum 150 words)	

- If you are applying to the Organizational Development category, **identify the consultant/ facilitator** (attach bio).
- If you are applying to the Professional Development category, **identify the conference or seminar/workshop/course** you are attending (include link, if available).

Seminar Workshop	
Link	

1. How will implementation of the project strengthen your organization and its service to the cultural community of Oregon? (Maximum 250 words)

2. How was it determined that this project was needed? (Maximum 250 words)

3. How will you determine if the project has been effective in improving your organization's service? (Maximum 250 words)

Organization & Professional Development Project Budget Form

	EXPENSES *Only list direct expenses*	Description	Expense
1	Project Consultant/Trainer		
2	Tuition/Conference Registration		
3	Contracted Services		
4	Materials/Supplies		
5	Materials/Supplies		
6	Materials/Supplies		
7	Project Evaluation		
8	Travel		
9	Per Diem and Lodging		
10	Other		
11	**A. Total Expenses**		$ 0
REVENUE	*Indicate if planned, pending or confirmed*	Description	Revenue
12	Applicant (Organization Cash)		
13	Business/Corporate Support (source)		
14			
15	Foundation Support (source)		
16			
17	County Cultural Coalition Grant		
18	Individual/Community Support		
19	Other Government Support		
20	City		
21	County		
22	State		
23	Tribal		
24	Other		
25	Grant Amount Requested		
26	**B. Total Revenue**		$ 0
Projected Total Expense (A) and Revenue (B) must be equal			
IN-KIND (noncash contributions and expenses)			
27	In-Kind Support		
28	In-Kind Expenses		

Note: Please provide a budget for the **project only**, not the operating budget of the organization.

Budget Narrative

Use this opportunity to clarify line items or provide pertinent details about the project budget – grants awarded, grants proposed or pending, type of significant in-kind donations, special rates or agreements.

The application must be accompanied by a letter of support from the sponsoring organization's key executive or board leadership indicating knowledge of the activity and expressing a willingness to receive and manage the project funds.

Authorization

The undersigned certifies that they are authorized to represent the organization applying for a grant and that the information contained in this application is accurate.
The undersigned agrees that if a grant is awarded to the organization:

(1) The grant will be used for the purpose outlined in the grant award letter and may not be expended for any other purpose.
(2) Information about the organization, project and outcomes of the grant may be used by the Oregon Cultural Trust

Signature of Applicant

Title	
Date	

(For Cultural Coalitions only):

If fiscal sponsorship provided by a separate organization
Signature of Sponsoring Organization Representative

Title	
Date	

Submitting Grant Application

Please submit the application and required additional materials via email to:

Culture.Grants@biz.oregon.gov