



## ORGANIZATION GRANTS

The mission of SOS is to provide learning opportunities and financial support to exceptional young singers (1) who have gone through the Wisconsin District MONC Auditions within the previous 5 years and (2) who have strong Wisconsin ties, such as having been raised in, gone to school in, or currently living in Wisconsin. SOS will also furnish financial support to Southeastern Wisconsin organizations providing exceptional opportunities for singers.

Any project that will further young singer's careers will be considered, e.g., workshops, training programs, performance opportunities. SOS Organizational Grants for projects are limited to two requests per fiscal year (August 1 – July 31). Please contact us directly if you would like to discuss possible grant funding on a yearly basis vs. a project based basis.

### *Application Procedure*

1. The SOS Grants Committee meets at specified times during the year to consider applications.
  - a. Before being considered, organizations must complete the application, indicate the specific need(s) for which the funds are being requested, and include a proposed budget with specific known costs.
  - b. Application deadlines are March 15<sup>th</sup>, June 15<sup>th</sup>, and October 15<sup>th</sup>.
  - c. Grant applications must be RECEIVED in an email format by the deadline.
  - d. Assistance is not automatically granted. Organizations must demonstrate a clear need for assistance, as well as a fully developed plan to meet the requirements of their project.
2. Grants are typically approved/denied within a few weeks of the specified deadlines. The Committee may, in its discretion, act outside the specified time frame to consider unexpected opportunities that fall outside of our normal application deadlines. The SOS Grants Committee may recommend such urgent requests for immediate funding. Please see ***Emergency Organization Grants*** on the next page.
3. SOS will only accept applications via email. **Applications must include**; the completed application form, annual financial statements for the past 2 years, and a list of staff and board of directors.
4. SOS Organization Grant application forms may be downloaded, in a PDF or Word document, from SOS's Website: [www.supportersofoperasingers.org](http://www.supportersofoperasingers.org)
5. SOS will inform the applicants of the decision a few weeks after the application deadline.

6. If, for any reason, an applicant is not able to use granted funds for the original grant request, the applicant must return the grant to Supporters of Opera Singers, and then submit a new application if a need exists.
7. In January of every year, a 1099-MISC will be sent to all organizations who have been awarded grants which exceed the payment threshold for that particular year, currently \$600.
8. If recipients wish, they may send a thank you letter to the Board of Directors.

### *Requirements*

No later than one (1) month following completion of a project, and prior to any subsequent grant request, all recipients are required to complete the SOS Organization Grant Usage Report (which can be downloaded online). This report must include a short written statement describing the experience for the singers related to this grant and how it served to further their careers, as well as a comparison between the estimated expenses in the budget submitted with the application and the expenses actually incurred. Please note: additional grant requests may not be considered without the submission of a timely Usage Report.

### *Emergency Organization Grants*

Organizations may apply for Emergency Organization Grants if they provide important career-building opportunities for singers, but timing makes it impossible to apply and qualify within normal deadlines.

### *For More Information*

Please call Kathy Pyeatt at (414) 881-8766 or email us at: [info@supportersofoperasingers.org](mailto:info@supportersofoperasingers.org)

### **Before Submission, please make sure:**

1. You have completed the application form in its entirety.
2. You have submitted usage reports for previous grants.
3. You have provided a detailed breakdown of costs.



## GRANT APPLICATION – ORGANIZATION

**\*\*\*EMERGENCY GRANT REQUEST? Yes \_\_\_ NO \_\_\_**

Organization Name		Date	
<b>**If grant is awarded, send check to (address):</b>		City	State
Zip			
Daytime Telephone	Email	Website	
<b>Amount of Grant Requested</b> \$	Name and Title of person filing application		
Purpose for funds requested:			
(Please continue on a separate sheet of paper if necessary)			
<b>BUDGET:</b> Please specify as precise a cost as possible for each item in this proposal, such as singer fees, instrumentalist fees, advertising, rent, other.			
ITEM	ANTICIPATED COST		
1.			
2.			
3.			
4.			
5.			
6.			
7.			
(Please continue on a separate sheet of paper if necessary)			

Please list grants and other support available to you for this project	
What other sources have you contacted for funds?	
Who will be involved in your project and when and where will it take place?	
(Please continue on a separate sheet of paper if necessary)	
If you were to receive a grant in an amount less than what you are requesting, would you still be able to complete the proposed project? Explain.	
<i>Signature</i>	<i>Date</i>

**To be considered for a SOS grant you must submit the following information:**

- **Annual financial statements for the past 2 years.**
- **List of staff and board of directors.**
- **The completed and signed grant application form**

**Please email all materials to Kathy Pyeatt, President, Supporters of Opera Singers:**

**[kathy@supportersofoperasingers.org](mailto:kathy@supportersofoperasingers.org)**