

November 20, 2017

Brunswick County Parks and Recreation
P. O. 249
Bolivia, NC 28422

Dear Arts Partner,

We are pleased to let you know you have been granted \$5,000 through a Grassroots Grant from the Brunswick Arts Council and the North Carolina Arts Council. For more than 30 years the Brunswick Arts Council has been the Designated County Partner for the North Carolina Arts Council. We are proud of the partnership and congratulate the North Carolina Arts Council on their 50 Year Anniversary this year.

Please refer to the packet contents. In it you will find Page 37 and 38 from the Subgrantee Toolkit Booklet regarding Subgrantee requirements, a No Overdue Tax Debt form (does not apply townships and municipalities) requiring notarization and to be returned with the contract, a list of current legislatures and their addresses, a sample letter to the legislator, a list of non approved expenses and a contract to be signed and returned.

In past years we have noticed in reporting that there have not been the demographic figures provided. These are very important in our reporting and our future programs. We are also not being provided with copies of legislative thank you letters from some. Please make sure these are done and copies are sent in with the report. Lastly, it is most important to use the new NCAC logo and the BAC logo in all of your advertising, both print and computer. A link was sent to you in a prior email. If you do not have the BAC logo, please contact me and I will electronically send it to you.

We encourage your organization, if they have not yet done so, to join the BAC and help us support our programs and administrative needs. As many of you know with the exception of our Executive Director we are an all volunteer organization. Please become a member!.

We wish each of you well in the project(s) you have chosen and hope the implementation goes smoothly and you have your best year ever!

Sincerely,



The Board of Directors
Brunswick Arts Council
Liz Boyer, Grant Chairperson