

Preserving Diverse Cultures Community-Based Engagement Project

Letter of Interest (LOI)

Letter of Interest

Complete the Letter of Interest by providing the following information:
(No more than 3 pages total)

- Lead Artist/Project Contact name
- Project contact telephone number
- Project contact email address
- Name of your PA city, township, or borough
- Name of your neighborhood/community
- Sponsoring Organization name

Please include a copy of the Sponsoring organization's IRS tax-exempt letter or provide the Sponsoring organization's nine-digit Federal Employer ID Number (FEIN).

- A brief description of the proposed project including an outline or general plan.
- A description of the lead artist(s) and the role(s) they will play.
- A list of project partners, community members, and community organizations and their roles in the planning and implementation of the project.
- Proposed timeline for the project (Note: the project must take place between September 1, 2023 - August 31, 2024).
- A list of anticipated expenses and potential or secured sources of income, including PCA funding and match (if applicable).

Review Criteria

Letters of Interest are reviewed using the following criteria to determine alignment with grant program goals and project readiness:

- Soundness of plan; the potential impact of the project.
- Plan for community engagement.
- Management structure of partner organizations and artists to implement the project.

Letters of Interest must be submitted on or before February 13, 2023, 5 p.m. EST via email to Dana Payne at danpayne@pa.gov using the following header: CBEP 2023-2024 Letter of Interest.

Applicants who are recommended to proceed to Step 2 to submit a full application for funding will be notified on or before February 20, 2023.

Please contact Dana Payne, Director, DEI Initiatives, Diverse Cultures & Heritage at (717) 525-5544 or danpayne@pa.gov should you have any questions or require additional information.

Agency Mission

To strengthen the cultural, educational, and economic vitality of Pennsylvania's communities through the arts.

Overarching Value:

Diversity, Equity, and Inclusion
Promote equitable access for all Pennsylvanians to participate fully in a creative life and in the diverse forms of arts and culture in the commonwealth.