



PICTURE-IT-PAINTED APPLICATION GUIDELINES

Through the Northwest Minnesota Foundation (NMF) Picture-it-Painted program, cities and nonprofit agencies in the twelve-county area of northwest Minnesota can apply to receive free paint for various restoration/beautification projects. The program is administered by NMF in partnership with the Minneapolis, Minnesota based Valspar Corporation, which generously donates the paint.

ELIGIBILITY CRITERIA:

- Visual impact of the project
- Volunteer participation and support
- Current and/or intended use of the structure to be refurbished
- Potential advantages to the public
- Benefit to those in need

Projects **that qualify** for an award of free paint might include (but are not necessarily limited to) those involving:

- Historic buildings, structures or landmarks
- Facilities for senior or disabled citizens
- Community centers or other public buildings
- Murals or other visual-impact projects

Projects **that would not qualify** for a grant include those dealing with:

- Denominational churches
- City maintenance
- Private properties
- School projects with the exception of mural projects
- Privately owned facilities which do not meet any of the other eligibility criteria described above.

Because of the large number of applications that are received each year, it is important that applicants carefully read and follow instructions and complete application form precisely. ***Incomplete applications will not be considered.*** If the instructions are not well understood, please check with NMF for clarification.

REQUIREMENTS:

- Applications containing two copies of all materials and two set of photos must be postmarked by March 3, 2008. Awards will be announced on March 24, 2008. (Photos must be affixed to a sheet of paper inside a plastic sleeve and properly identified. Do not send loose photos or slides.)
- Recipients will be expected to attend an orientation session in north central Minnesota (note: one will be held in Bemidji) in mid April. They must come to the meeting prepared to discuss technical issues with Valspar representatives, make color selections and finalize project details.
- Recipients will be expected to provide transportation for any materials awarded.
- All projects must be finished within the current calendar year.
- Documentation of the projects must be given to NMF as soon as they are finished, ***but no later than December 15, 2008.***
- Site visits may be conducted prior to an award, as well as during and after project completion.
- A press release will announce the recipients and their projects; projects may be featured in the NMF newsletter.

For additional information, contact Holly Tri at 218-759-2057, 800-659-7859 or email: hollyt@nwmf.org



PICTURE-IT-PAINTED APPLICATION FORM

ORGANIZATION INFORMATION (or Fiscal Agent)

Applicant Organization _____

Contact Person/Title _____ Email _____

Address _____

City _____ County _____ Zip _____

Telephone _____ Fax _____

IRS tax-exempt Status _____ 501(c)(3) _____ Public _____ Other (specify) _____

PRIMARY CONTACT PERSON (if other than above)

Contact Person/Title _____

Organization _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

PROJECT INFORMATION

Project Title _____

Project Start Date _____ Project End Date _____

_____ Number of pictures enclosed. (Please provide properly identified photos of your project. Affix these to a sheet of paper or inside a plastic sleeve. Do not send loose photos or slides.)

PROJECT DESCRIPTION

- Please provide a one page project outline which includes expected results.

PROJECT SUPPORT

- Attach one or more letters of support from volunteer groups that have agreed to supply volunteer labor to help complete the project.

Describe any historical significance the project might have. _____

What is the current use of the property? _____

What is the intended use of the property if different from current use? _____

List the owner of the property and explain whether ownership is public or private. _____

Will the painting be interior, exterior or both? _____

List volunteer groups involved and estimate total volunteer hours:

Group	Estimated Hours
_____	_____
_____	_____
_____	_____

Complete the following chart to estimate paint quantity. (One gallon of paint applied to a relatively smooth surface should cover 400 sq. ft. in one application. For highly porous or textured surfaces, the application rate will be approximately 200 sq. ft. per gallon.)

type & color	surface cond.	est. sq. ft.	est. gallons
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Totals:		_____	_____

COMMUNITY COMMITMENT

I have read and understand the application guidelines for the Picture-It-Painted program. If our project is selected for support, I will act as coordinator and contact person. I will monitor progress on the project to ensure that it is completed and that all requirements for documentation are met.

Signature _____ Date _____

Return completed application form by March 3, 2008 to:

Northwest Minnesota Foundation
4225 Technology Drive NW
Bemidji, MN 56601
Attn: Holly Tri
Email: hollyt@nwmf.org