

**COMMUNITY FUNDING GRANT  
APPLICATION COVERSHEET**

Municipality of Skagway

PO Box 415  
Skagway, AK 99840  
Phone: 907-983-2297



[h.rodig@skagway.org](mailto:h.rodig@skagway.org)  
[www.skagway.org](http://www.skagway.org)

Funding year is January 1 to December 31

**ORGANIZATION NAME:** NORTH WORDS WRITERS SYMPOSIUM

**PROGRAM/PROJECT (if applicable):** \_\_\_\_\_

**GRANT AMOUNT REQUESTED:** \$ 25,000.00

TOTAL MUNICIPAL FUNDING AVAILABLE: \$ 321,409.41

10% OF MUNICIPAL FUNDING AVAILABLE (**MAXIMUM GRANT AWARD**): \$ 32,140.94

**IS REQUESTED AMOUNT LESS THAN MAXIMUM GRANT AMOUNT:**

YES

**MAXIMUM GRANT AWARD:** \$ 25,000.00

**IF REQUESTED AMOUNT IS GREATER THAN \$5,000:**

CURRENT ON ANNUAL REPORTING IF AWARDED FUNDS IN PRIOR YEAR



DOES NOT EXCEED 50% OF BUDGET



GRANT AMOUNT AS % OF PROJECT BUDGET:

50.0%

TOTAL PROJECT/PROGRAM BUDGET:

\$

50,000.00

**FINANCE COMMITTEE RECOMMENDED GRANT AWARD:**

FINANCE COMMITTEE REVIEW DATE:

APPROVAL DATE:

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**ROLLING APPLICATION PERIOD IS JANUARY 1 - NOVEMBER 15 OF EACH FISCAL YEAR**

Date of Application: March 4, 2024 Fiscal Year Applying for: 2024

Organization Name: North Words Writers Symposium

Address: PO Box 1236, Skagway, AK 99840

Contact: Jeff Brady Fax: none

Telephone: 907-973-2354 or 983-3188 Website: www.nwwritersss.com

Email: northwordsinfo@gmail.com

Amount Requested: \$25,000

**Application #:**  
Maximum of 2 applications per organization  
per year

Has your organization received a Municipal contribution before:

Yes → If yes, please provide year(s) previous funding was received: 2010-2023  
 No

## APPLICANT ELIGIBILITY REQUIREMENTS

\*Applications for \$5,000 or less only subject to these eligibility requirements.

### Organization Type:

- Not-for-profit or non-profit incorporated organization  
**OR**  
 Charitable organization that has been in operations for a minimum of one year;  
**OR**  
 Other\*: we operate under the non-profit SDC-CDS

### Must meet all the following:

- Extend services to the general public of the Skagway Borough\*;  
 Demonstrate fiscal responsibility and sustainability\*;  
 Agree to be subject to review and audit by the Municipality of Skagway;  
 Understand that the above mentioned audits could result in a request for reimbursement;  
 Agree to comply with all federal, state and municipal laws to use the funds in a non discriminatory

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Organization Name: North Words Writers Symposium

## APPLICANT ELIGIBILITY REQUIREMENTS (continued)

All organizations must also meet the following:

- Be governed by a community-based volunteer Board of Directors.

NAME OF PROJECT OR PROGRAM: North Words Writers Symposium

## PROJECT/PROGRAM ELIGIBILITY

Must meet all the following:

\*not applicable for applicants requesting less than \$5,000

- Benefit the citizens of the Municipality of Skagway;  
 Be sustainable beyond the support of the municipal grant.  
 Have a budget separate from the applicant's operating budget;  
 Include significant volunteer involvement.

Provide a Program Summary/Description:

NWWS connects aspiring writers with published authors for 4 days of magic in Skagway. This will be our 14th year.

Provide a description of public benefit:

NWWS is the only annual conference/convention in Skagway. It fills hotel rooms and benefits local eateries. We also offer at least two scholarships through the Skagway Arts Council and University of Alaska. our annual faculty reading is free to the public and appreciated by everyone.

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**Provide a description of volunteer involvement:**

Our volunteer board consists of six SE Alaska residents, including three from Skagway. There is no paid staff. We do all the organizing and support, except we do have our financial services run through Skagway Development Corporation-Community Development Services for a fee. Some businesses/ sponsors donate in-kind support such as a train ride and trail guide, RO brothel tours, and a donated BBQ at Alderworks.

**Please list other funding sources available for this program:**

Participant registrations, Skagway Traditional Council travel grant, Skagway Book Co. (Brady family donation), other smaller donors.

**ATTACHMENT CHECKLIST**

*The following must be included with the application to be considered for grant funding:*

\*not applicable for applicants requesting less than \$5,000

- Proof of organization type, including date of inception
- Most recent budget (board approved for non-profit & charitable organizations)
- Program or project budget (if request is not for administrative purposes)
- Most recent balance sheet report
- Most recent profit & loss statement

JEFF BRADY (s)

March 4, 2024

Signature

Date

Please fill out completely and return to City Hall, PO Box 415, Skagway AK 99840  
or email to [h.rodig@skagway.org](mailto:h.rodig@skagway.org)  
For more information please call 907-983-2297