

# Special Lighthouse Project Grant Application

presented to

## **The Outer Banks Lighthouse Society**

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**The Outer Banks Lighthouse Society** is a non-profit organization that aids in the preservation of the lighthouses of North Carolina and works with the National Park Service and other agencies, both government and non-profit groups, to achieve the safe keeping of the buildings, artifacts and records of the U.S. Lighthouse Establishment, aka Lighthouse Board, Bureau of Lighthouses and U.S. Lighthouse Service.

The applying organization will submit the following information by **February 1**. All grants will be considered by the Grants Committee of The Outer Banks Lighthouse Society. Applicants are notified once the decision is made by the Grants Committee, and recipients are announced to the public at the May meeting of The Board.

Please submit to     **Mabry M. O'Donnell, Ph.D.**  
                              **OBLHS Secretary**  
                              **odonnelm@marietta.edu**

Name, address, e-mail address, and phone number of applying organization

Project for which you wish to receive funds: Please refer to our mission statement and explain specifically how the funds will be used.

Funding:

1. Why are you applying to the OBLHS for funds?
2. What are your usual sources of funding?
3. What fundraising have you undertaken?
4. What additional or alternative sources of funding exist?
5. Have you applied to other funders? If so, to whom and for how much?
6. What is your carefully researched budget? Please be specific.
7. What happens to this proposal if we are unable to grant your request?
8. Have you ever received any funding from the OBLHS? If so, please give details about the amount of money and how it was spent.

Reports in a folder must be submitted within six months of the grant notification. Once the reports are approved, funds will be dispersed. If all materials are in order, the process is a brief one. All materials submitted become the property of The Outer Banks Lighthouse Society and will be stored in The Outer Banks History Center after they have been examined by The Board members.

Please mail documentation to:

**OBLHS Grants Committee**  
**% Mabry M. O'Donnell, Ph.D.**  
**118 Meadow Lane**  
**Marietta, OH 45750**

1. Letters of support and documentation that recognize the OBLHS

2. Short essays from beneficiaries of the grant recognizing the support of the OBLHS
3. Drawings
4. Photographs
5. Copies of all publicity about The Outer Banks Lighthouse Society related to your project
6. Detailed proof of expenditures with **official receipts** for expenses
7. Explanation of means by which you are promoting The Outer Banks Lighthouse Society

**(Please notice that the grant proposal may be submitted by e-mail, whereas the documentation for reimbursement must be submitted in hard copy.)**

Please keep in mind that the Outer Banks Lighthouse Society is a volunteer organization with limited funds and many constituencies. A representative sample of its accomplishments can be viewed at <http://www.outerbankslighthousesociety.org/accomplishments.html>.