



PACIFIC COAST CONGRESS

of Harbormasters and Port Managers, Inc.

BARBARA SCHWANTES MEMORIAL FUND GRANT OPPORTUNITY

The Pacific Coast Congress of Harbormasters and Port Managers (PCC) is a non-profit organization, which provides educational opportunities to those who serve the commercial and recreational boating public. The membership includes ports, harbors and marinas in Alaska, Washington, Oregon, California and the Canadian province of British Columbia, as well as marine trade's enterprises serving this industry. The PCC has grown from a small group of seven people to more than 150 members since it's founding in 1973. More information about the PCC is available at its Web site: www.pccharbormasters.org.

For many years Barbara Schwantes faithfully served as the first PCC Executive Secretary, helping the organization to grow from concept to reality. Following her passing, the PCC initiated a memorial fund in her name for worthy marine projects.

BSF Project Grants: The PCC's Barbara Schwantes Fund (BSF) provides small (i.e. typically \$500-\$1500) one year grants to encourage the initiation of projects which can make a difference in coastal regions. These projects accomplish important goals while raising awareness of the PCC organization and boosting this West Coast industry.

The BSF grants are awarded through a competitive process to selected projects submitted by entities and individuals located throughout the PCC's region. The BSF Grant Committee selects the proposed projects to receive funding grants using the decision criteria outlined on the next page.

This committee also decides how much grant support to convey at the start of project, with the balance provided upon receipt of a "project completion report." Those receiving BSF grants agree to clearly acknowledge the funding source in writing on all project materials and subsequent products.

Have Questions? Contact Giuseppe Alvarado 206.615.3914 or Email alvarado.g@portseattle.org.

Proposal Format/Timeline: Submit a two-page maximum length proposal to Giuseppe Alvarado (see address below) by **October 1** and include the following:

- 1) Name, title and brief vitae of project leader,
- 2) Names, titles, roles of team members/cooperators,
- 3) Issue (s) being addressed; target audience; current situation,
- 4) Proposed plan of action and anticipated program outcomes,
- 5) Description of process for documenting and evaluating outcomes,
- 6) Other information relevant to the selection criteria;
- 7) Detailed budget on one additional page.

Grant Selection Criteria: The BSF Grant Committee will use these guidelines in reviewing the two page project proposals submitted for funding:

Primary Selection Criteria:

- Project addresses a high priority marine issue with an identified audience
- Project holds the promise for wide application along the West Coast
- The process of documenting and evaluating outcomes is addressed
- A realistic and workable project budget is presented
- The project will raise awareness of the PCC and BSF Grant in a positive way
- Proposal meets the two-page limit, with one additional page for the budget (one side, 12 point or larger, no cover letter, no appendices)

Additional Selection Considerations:

- Has potential for continuation after PCC initial project funding ends
- Having potential to attract additional outside funding
- Evidence of good planning and achievable outcomes,
- For existing projects, explain earlier progress and new proposed opportunities

Submit Grant Proposal by October 1, 5:00 pm to: Giuseppe Alvarado, c/o Shilshole Bay Marina, 7001 Seaview Avenue NW, Seattle, WA 98117.