



Brian Phillips
Assistant City Manager
City of Ames
515 Clark Avenue
Ames, IA 50010

Dear Brian,

Thank you for working with me on the Art Capital Grant awarded to the Ames Writers Collective. This letter is follow up to our email conversations about why the Ames Writers Collective has not (to date) requested reimbursement for our awarded funds.

As described in my email, since signing our lease at 409 Douglas Avenue in November 2021, the landlord has not resumed renovations as promised. When we request updates, we do not hear back. The Ames Writers Collective holds the lease until November 2023. Because we have no space, we use the Ames Public Library for kids writing events (Swift Youth Writers), and our Author Spotlight Series, co-hosted with KHOI Community Radio, is held in Studio C at 622 Douglas Avenue. We also utilize Studio C for workshops and board meetings. During the past year we hosted three (3) Author Spotlights in Studio C (Dennis Maulsby, David Gonzalez, and Beth Howard). And so far for the fall we already have five (5) Author Spotlights scheduled (Pamela Riney-Kehrberg, Douglas Gentile, Bi Ayers, Joe Geha, and Gary Eller). Additionally, we purchased a canopy tent to host outdoor pop-up events. These were held at the Farmers Market, and the Pop-Up Swift Literary Festival at the Octagon Art Festival ('22), and upcoming in 2023.

I am writing to request an unusual amendment to our grant spending. We would like to purchase the following that will be stored and used at KHOI Community Radio Station at 622 Douglas Avenue:



- 24 folding chairs from Lowes (\$642)
- 6 4' folding tables (\$400)
- 1 custom moveable stage to fit the space in Studio C, and to allow for easy storage-ability \$1,500
- 1 Little Free Library (LFL), which will be installed on KHOI property on Douglas Avenue. This LFL will be branded with the Ames Writers Collective logo, giving us visibility in the community. We plan to host a Chamber of Commerce ribbon cutting once the LFL is installed. (\$681)
- Total: \$3,223

As mentioned, last summer we purchased the tent for the Farmers Markets and Swift Literary Festival. Perhaps there's opportunity to be reimbursed for it? It's total was: \$2642.

Thank you for your consideration. As a 501 (c)(3) nonprofit, we are committed to healing lives through writing. All of our "community outreach programs" are provided free to participants. Such programs are: Writing Through Cancer, the Swift Youth Writers Workshop and Words Meet Art. [Visit us!](#)

Sincerely,

Ana
Ana McCracken
Ames Writers Collective, Founder and President