

**1. ORGANIZATIONAL INFORMATION
(IF A PERFORMING ARTIST PLEASE SKIP TO #2.)**

Organization:	
Executive Director:	
Authorized Contact Person (if different from above):	
Street:	City:
State:	Zip:
Phone:	Cell:
Web:	Email:
EIN#:	
Project Summary (2-3 sentences):	
# of Programs in this request:	Projected Audience Size (per program):
Grant Request:	Total Project Budget:
Authorized Contact Person (Print):	Title (Print):
Signature:	Date:

**2. PERFORMING ARTIST(S) INFORMATION
(IF A PRESENTING ORGANIZATION PLEASE LEAVE BLANK)**

Name of Performer / Choreographer / Director or Project:	
Authorized Contact Person:	
Street:	City:
State:	Zip:
Phone:	Cell:
Web:	Email:
Project Summary (2-3 sentences):	
# of Programs in this request:	Projected Audience Size (per program):
Grant Request:	Total Project Budget:

Authorized Contact Person (Print):	Title (Print):
Signature:	Date:

- 3. Applicant organization is a (Check one):**
 501(c)(3) presenting program associated with a larger charitable institution
 Performing Artist

- 4. What is your programming format? (Check all that apply)**
 Performing Artists leave section blank
 ongoing, annual summer special project festival other (please explain)

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5. What type of programs do you present? (Check all that apply)

Performing Artists leave section blank

music dance theater other (please explain)

6. Years presenting/performing? 11+ years 5-10 years 1-4 years new

7. What is the mission of your organization / or a bio if performer?

8. Provide an overview of your organization, presenting activity, and community served. (Performing Artists leave section blank)

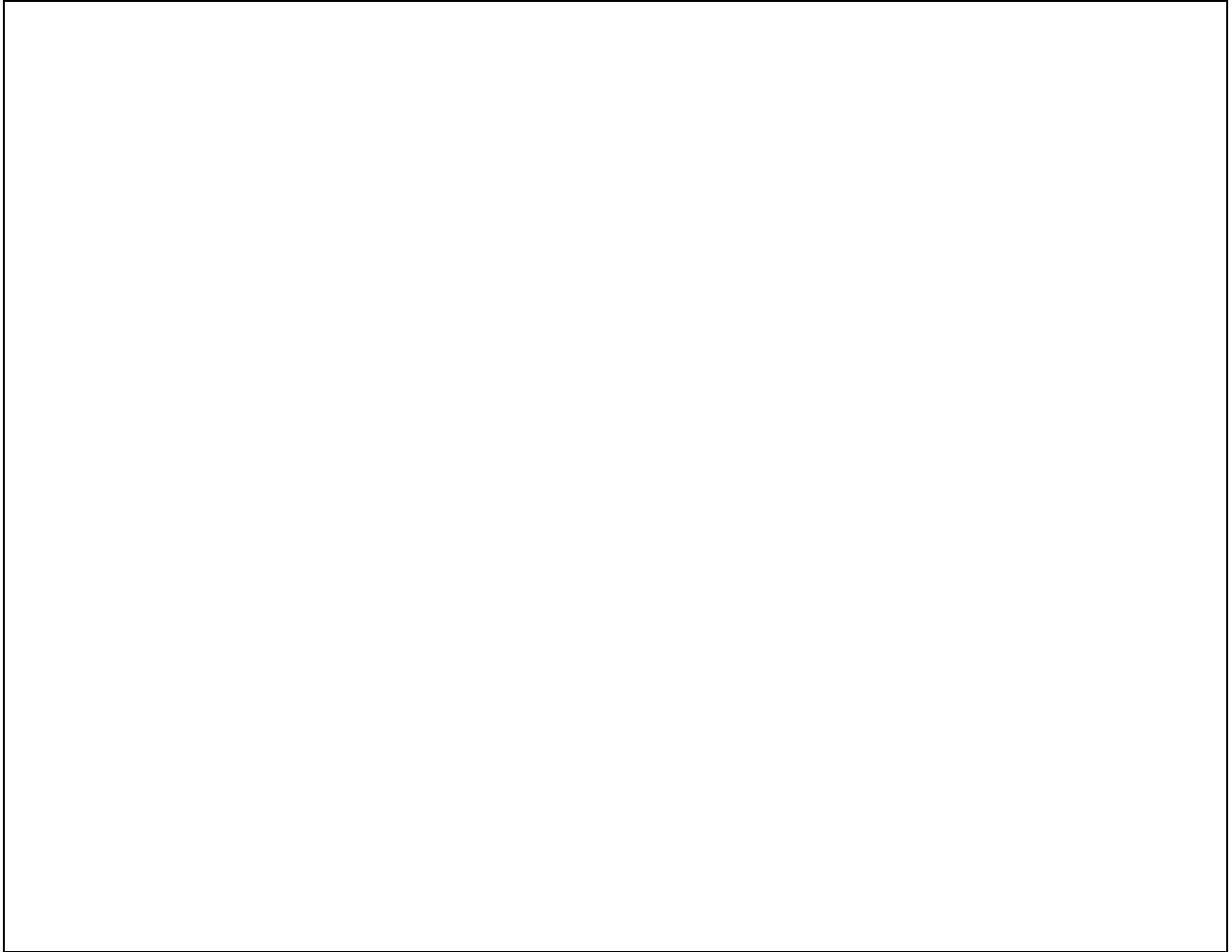
9. Provide an overview of your performing career, present activity, and communities you aim to engage or serve with this project. (Presenting Organizations leave section blank)

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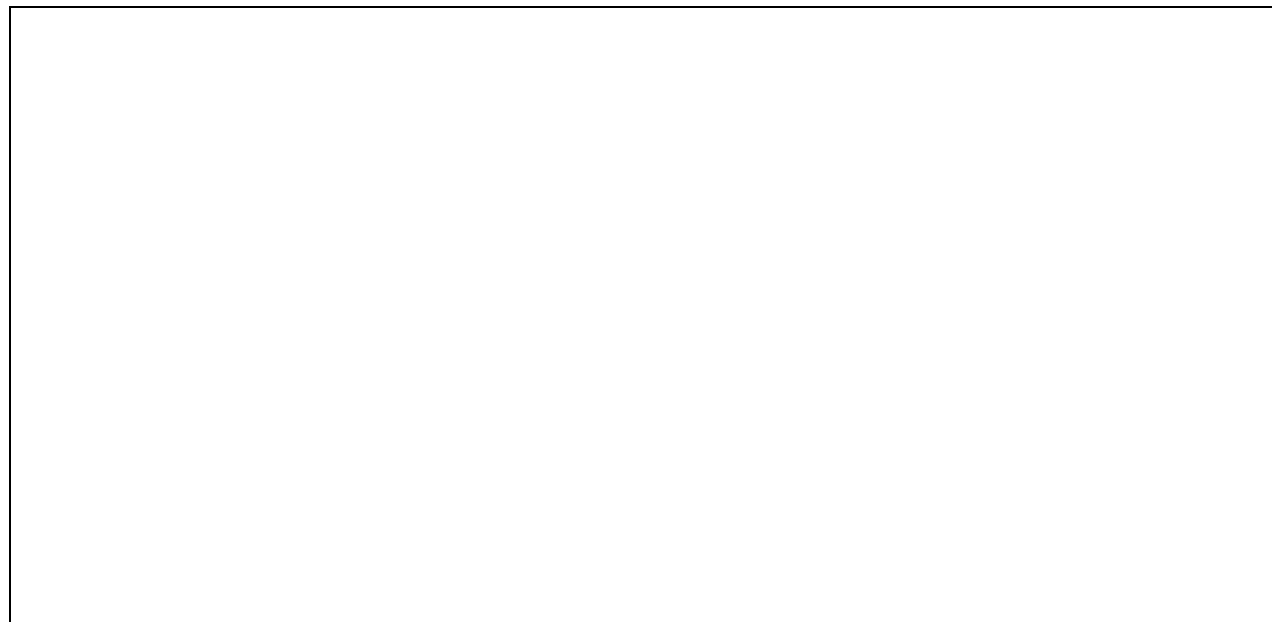
10. Provide the following information for 5 programs you presented, or performed in, in the past year.

	Date	Program	Venue	Audience Size
1				
2				
3				
4				
5				

11. Tell us about your proposed program. Will it feature new or recent work, guest artists? Please explain in detail.



12. Describe your anticipated audience (size, age, communities). Include information about any new targeted groups.



13. Provide a detailed summary of your marketing plan for this project.

14. Summarize your annual operating and program presenting budgets. If the figures for the three categories are identical, complete only the operating budget. If Performing Artist leave as N/A and skip to #16

	2009	2010	2011
Operating			
Income			
Expense			
Surplus/Deficit			
Presenting			
Income			
Expense			

Surplus/Deficit			

15. Does your organization have an accumulated deficit? If so, please explain.

16. Provide your project budget and explain each item in detail below.

EXPENSE		Amount
Eligible Expenses	Description	Amount
Core artist fees		
Guest artist fees		
Artist travel		
Artist hotel		
Production		
Marketing		
Total Eligible Expenses		
Other Expenses (Itemize below)		
Total Other Expenses		
Total Expenses		

INCOME	AMOUNT
Earned Income	
Merchandise	
Other	
Other	
Total Earned Income	
Contributed Income	
Government	
Corporate	
Foundation	
Individual	
Other	
Other	
Total Contributed Income	
Sub-Total Income	

Amount Requested	
\$5,000 - \$10,000	
Total Amount Requested (Up to 75% of eligible expenses)	
Total Income (Sub-Total Income plus Amount Requested)	
Surplus/Deficit (Total Income minus Total Expense)	

17. Complete this work sample sheet; maximum CD-R / DVD playing time is 10 minutes.

TRACK ONE: Ensemble / Performer	
Name of presenter/group:	Ensemble size:
Title of work:	
Composed/arranged / choreographed / produced by:	
Date made:	Date recorded:
Length:	
Personnel/Instrumentation:	
Give cue timing for the section that you think most important for the panelists to hear:	

TRACK TWO: Ensemble / Performer	
Name of presenter/group:	Ensemble size:
Title of work:	
Composed/arranged / choreographed / produced by:	
Date made:	Date recorded:
Length:	
Personnel/Instrumentation:	
Give cue timing for the section that you think most important for the panelists to hear:	

TRACK THREE: Ensemble / Performer	
Name of presenter/group:	Ensemble size:
Title of work:	
Composed/arranged / choreographed / produced by:	
Date made:	Date recorded:
Length:	
Personnel/Instrumentation:	
Give cue timing for the section that you think most important for the panelists to hear:	

APPLICATION CHECKLIST

Please confirm with a check mark that the application contains:

- One (1) stapled completed application form, with an original signature, clipped to a selection of the ensemble's and/or presenter's recent publicity and press materials (e.g., brochures, postcards, releases, and reviews from print and digital media). Submit no less than three (3) and no more than five (5) examples.
- 6 additional stapled copies of the application form
- 1 copy of your CD-R / DVD work sample with no more than 3 work samples with a max length of 15 minutes total
- One (1) copy of the applicant's 501(c)(3) IRS tax-exempt determination letter (or equivalent)
- 1 copy of the presenter's audited financial statement, or IRS Form 990, or IRS Form 990EZ from the most recently-completed fiscal year if applicable
- One (1) copy of the presenter's operating budget for the year in which this project will take place if applicable

Please confirm with a check mark that the application:

- Is typed (not handwritten)
- Is packaged in only one envelope or box
- Will arrive in its entirety on or before Friday, February 17, 2012, by 5:00 P.M.

Support

For questions regarding the application, e-mail: ArtsGrants@CityParksFoundation.org