



CULTURAL AFFAIRS COMMISSION

FY 2008-2009
SMALL GRANT APPLICATION
Deadline: Friday, May 9, 2008, 5pm

CULTURAL AFFAIRS COMMISSION
c/o Jim Wear
Creative Arts Manager City of Plano
P. O. Box 860358, Plano, TX 75086-0358
Cox Building, 1517 H Avenue
(972) 941.5202; jimw@plano.gov

1. Applicant/Organization Name: _____
2. Address: _____

3. Contact Person: _____
4. Telephone: _____ (Day) _____ (Evening)
5. Fax: _____
6. Email: _____
7. **Amount Requested:** _____

8. Art Form
Please check all that apply:

| | | | | | |
|--------------|-------|---------|-------|-------------|-------|
| Crafts | _____ | Theater | _____ | Film | _____ |
| Music | _____ | Dance | _____ | Visual Arts | _____ |
| Vocal | _____ | Ballet | _____ | Painting | _____ |
| Instrumental | _____ | Modern | _____ | Sculpture | _____ |
| Classical | _____ | Jazz | _____ | Mixed media | _____ |
| Trad./Folk | _____ | Folk | _____ | Photography | _____ |
| | | | | Fiber | _____ |

Other: _____

Is your group devoted to a specific ethnic art and cultural heritage? _____

If yes, please identify:



9. Total annual operating budget of your organization. (Please attach additional sheets if necessary.)

| | <u>Expenses</u> | | <u>Income</u> |
|----------------------|-----------------|---------------------|---------------|
| Staff | _____ | Earned | _____ |
| Administrative | _____ | Unearned | _____ |
| Marketing | _____ | | |
| Contract Services | _____ | | |
| Space Rentals | _____ | | |
| Equipment | _____ | | |
| Transportation | _____ | | |
| Other | _____ | | |
| TOTAL EXPENSE | _____ | TOTAL INCOME | _____ |

10. Please summarize the history of your organization.

11. How will your organization serve the Plano Community?

12. Where will your programs/activities occur? _____



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13. Please describe the program or activities that these funds will support:

14. Funds provided by this grant will be used for the following purpose(s):
Check all that apply.

- | | | |
|--|--|--|
| <input type="checkbox"/> Artist Fees | <input type="checkbox"/> Promotion | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Production Supplies | <input type="checkbox"/> Production Equip. | <input type="checkbox"/> Contract Services (Other than artist fees) |
| <input type="checkbox"/> Performance/ Exhibit Space | <input type="checkbox"/> Programming Scholarship | |

The applying organization must specify the exact use of funds.

15. Who is the targeted audience and what attendance/participation level is anticipated?

16. If you have a Board of Directors, please name them. If not, who is responsible for your organization?

17. If you have achieved 501c (3) status, attach the IRS Letter of Determination certifying federal tax-exempt status under section 501c (3) of the Internal Revenue Code to the application.



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18. VALIDATION OF APPLICATION

The signatory declares that he/she is an authorized official of the applicant organization, is authorized to make this application, and certifies that the information in this application is true and correct to the best of his/her knowledge.

Principal Authorized Official (type) _____

Signature: _____ Date _____

Title: _____

You are strongly encouraged to attach additional supporting documentation to this application.