

Deadline: July 26, 2019 at 5:00 p.m. No exceptions will be made.

**Richardson Cultural Arts Commission
Arts Funding Grant Application
2019-2020**

organization _____

street address _____

city _____ state _____ zip _____

date organization founded _____

name of representative completing application _____

title _____

phone 1 _____ phone 2 _____

e-mail address _____

contact name _____

title _____

phone 1 _____ phone 2 _____

e-mail address _____

organization's website address _____

amount of funds requested _____

Did a member of your organization attend the Fall 2018 workshop?

Did a member of your organization attend the Spring 2019 art workshop?

season start date: _____ season completion date _____

fiscal year begins: _____ fiscal year ends _____

	Richardson only current season	Richardson only proposed season	all locations current season	all locations proposed season
# of events				
tickets sold				
comp tickets				
non-ticketed attendees				
total season attendance				

proposed season events schedule for Richardson and all other areas

date	time	event	time	location

board of directors meeting schedule

date	Time	location

total season expenditures and revenues estimation

	expenditures
expenditures:	
staff salaries (not in-kind)	
professional services (not in-kind)	
facilities rental	
travel & transportation	
rentals (except facilities)	
supplies & materials	
publicity & promotion	
printing	
postage	
in-kind services (itemize on separate sheet)	
other:	
other:	
other:	
total expenditures	
	funds by source
revenues:	
CAC funds	
admissions	
sales	
membership	
individual donations	
board member donations	
corporate donations	
foundation support	
state funds	
in-kind services	
other:	
other:	
other:	
total revenues	

expenditures and revenues estimation (Richardson events only)

There is no need to complete this worksheet if all performances occur in Richardson. If all performances occur within Richardson – please check this box.

	expenditures
expenditures:	
staff salaries (not in-kind)	
professional services (not in-kind)	
facilities rental	
travel & transportation	
rentals (except facilities)	
supplies & materials	
publicity & promotion	
printing	
postage	
in-kind services (itemize on separate sheet)	
other:	
other:	
total expenditures	
	funds by source
revenues:	
CAC funds	
admissions	
sales	
membership	
individual donations	
board member donations	
corporate donations	
foundation support	
state funds	
in-kind services	
other:	
other:	
total revenues	

key contributors

top 10 individual financial contributions

Name	amount

top 10 corporate donations or sponsorships

corporation	amount

foundation support

foundation	amount

Please attach a copy of your organization's current strategic plan.

assurances

If the grant is awarded, the applicant gives assurances to the Richardson Cultural Arts Commission that:

- The season for which financial assistance is sought will be administered by or under the supervision of the applicant organization.
- All funds received will be used solely for the season described herein.
- The officials signing the application form have been authorized by the applicant organization to submit this application.
- The applicant shall retain a copy of the Richardson Cultural Arts Commission Arts Grant Guidelines and shall execute the grant by the rules stated therein.

We hereby certify that all figures, facts, and representation made in this report, including any attachments, are true and correct to the best of our knowledge.

chief administrative officer:

representative completing application:

signature

signature

typed name

typed name

date

date

To save a copy of this form, click on the button below:

Submitting this form by using the button below will open your email client or web mail client. You will be able to add attachments once your mail client opens.