



Community Arts Fund Grant Application Instructions

With support from the State of Florida's "State of the Arts" license plate proceeds and private funding, the United Arts Council of Collier County is pleased to offer the Community Arts Fund grant program each year. Applicants will be evaluated on how the proposed project affects the arts in our community and how it relates to the criteria listed below.

→ **Deadline: 12 noon on Wednesday, October 21, 2009**

Instructions: Please submit **seven (7) copies** of the complete application package and any supporting materials. Mail to this address for **receipt** no later than 10/21/09. We regret that packages received after this date are not eligible for consideration.

United Arts Council of Collier County
2335 Tamiami Trail North, Suite 504
Naples, FL 34103

*(If delivering in person,
call before you come by)*

→ **Do * NOT* put applications in folders, binders or presentation packages; stapled sets only!**

Artists, students, teachers, and nonprofit organizations are eligible to apply.

Only one application per organization or individual per year.

Applications from teachers must include a Support Letter from your principal.

An applicant who does not receive a grant may reapply the next year.

Individual applicants must be full-time residents of Collier County and applicant organizations must be located in Collier County. Programs must benefit the citizens of Collier County.

The United Arts Council reserves the right to award partial funding of a grant or to award less than the total funds available in any given granting period.

Grant recipients must use the funds awarded prior to 6/30/09.

A report documenting the actual use of funds must be submitted to the United Arts Council within 30 days of completion of the funded project. If reports are not submitted prior to 6/30/09, the grant award will be cancelled.

Evaluation Criteria

The United Arts Council of Collier County considers the following criteria when evaluating the goals and feasibility of an applicant's project.

1. Promotes educational programs in the community or in the schools.
2. Develops opportunities for "underserved populations" in the county to participate in cultural activities.
3. Encourages private financial support of the arts.
4. Enhances the quality of cultural life in Collier County for both residents and visitors.
5. Develops opportunities for Collier County citizens to enjoy cultural activities, particularly if provided to the public for free or at a very low cost.
6. Stimulates governmental and public awareness and appreciation of the vitality of the arts in Collier County, as well as the importance of the arts to quality of life in general.
7. Maintains a high level of quality, professionalism, creativity, and diversity in the arts.
8. Provides liaison within the arts community.
9. Provides technical assistance and planning for the arts.
10. Provides the community with access to the arts.
11. Must have a reasonable chance for success considering size and scope.

Community Arts Grants by the United Arts Councils may **not** be used to fund:

- On-going operating expenses
- Costs for buses or any type of transportation of students to programs
- Fund-raising events for organizations
- Programs that result in unnecessary duplication of services within the community
- Political campaigns

→ → → → → ***Grant applications will be accepted for up to \$750.00***

***You will be notified by mail of the
Grant Selection Committee's decisions in December.***

***Grant recipients may be required to come to an
awards presentation ceremony as a condition of the award.***

Community Arts Fund Application Form

Amount of funds requested: \$ _____

Name of applicant/organization _____

Address _____

City & Zip _____

Contact person _____

Title _____

Office Phone _____ Cell Phone _____ Fax _____

e-mail _____

If approved, grant check payable to: _____

I hereby affirm that all the information in this application is accurate.

Signature of applicant or legal official of applicant organization:

Name (please print) _____

Title _____

Date _____

Please provide the information requested on the attached page. The following also must be included with the package:

- **A detailed budget for this project; applications without budgets will not be considered**
- **A letter of support from your school principal (for applications from teachers); and**
- **Non-for-profit status letter (for organizational applicants)**

Describe exactly how the grant money will be used; give specific details on the project:

General purpose of organization:

Brief history of organization (for individual artists, please attach resume):

What group of populations will benefit from the requested funds?

For teachers -- are you applying for an Education Foundation grant for this same project? Yes No

Some grants are made on the basis of providing a reimbursement of expenses – is this acceptable? Yes No

If the Fund is only able to provide partial funding, are you still interested? Yes No

Will additional funds be supplied by other sources? Yes No

Please describe sources and amounts of additional contributions:

*If additional space is needed for the above answer, you may recreate this form on your computer or attach a separate page. Attach additional support material if needed. **Please do not include CD's, videos or audio recordings.***

Send copies only as these materials will not be returned.