



Squamish Arts Council
Member Group Grant Application 2018

The Squamish Arts Council
info@squamishartscouncil.com
2670 Stn Main, Squamish
V8B0B8

COMMUNITY ARTS & CULTURE ENHANCEMENT GRANT PROGRAM

Please read all instructions and guidelines before completing the form.

Ensure that you are applying for the stream that fits your applicant profile. As of 2018, there are two streams to apply for: Member Group Grants and Community Initiatives.

Grants available to Squamish Arts Council Member Groups are to support community arts, culture or heritage projects and initiatives, occurring between January and December 2018.

SECTION I: Organization Data (please print legibly or type)

Organization's Registered Name:

Name:
Address:
City: Postal Code:
Website: Social Media:

Current Group Member of the Squamish Arts Council in good standing for 2018? Yes: No:

Are you a registered charitable organization or society with BC societies? Yes: No:

How many registered members does your organization have?

Point of contact regarding fiscal and project matters:

Name:
Address:
City: Postal Code:
Website: Social Media
Phone: Email:

SECTION II: Grant Information

Please answer the questions below in a written statement that is no more than 10 pages max. We recommend to be concise, but thorough in your answers. Missing a question will deem the application ineligible. Please read program guidelines.

1. Describe your affiliation with other local or provincial groups or associations, if any.

2. Did you receive a grant from the Squamish Arts Council last year?
Yes: No:

3. If you received a grant last year, have you submitted your final project report?
Yes: No:

Note that in order to be eligible, you must have no outstanding reports from previous SAC grants. SAC will not consider applicants who have outstanding reports from previous projects.

4. Briefly describe your project. For what purpose do you need assistance?

5. Describe your organization's capacity and plan to successfully realize this project.

6. Would you consider yourself a local arts/culture/heritage organization? If yes explain your affiliation and impact on the local arts sector. If no explain why you would like to apply to the Community Arts & Culture Enhancement Program.

7. How does this project/activity reflect your organization's mission/vision/strategic priorities and objectives?

8. Describe the audience – how many people/Communities will this project serve/benefit?

9. Detail how your project will utilize and leverage resources and community volunteers if any.

10. Describe how this project meets the grant program goals and objectives?

11. How does this project fit within the Squamish Arts Council's mandate?

12. Explain how this project will enhance the community through arts/culture/heritage and how it addresses community need.

13. Is this project phased – if so outline phases - detail phase under construction?

14. What are 3 objective measures of success for the project (for example, pieces of art produced, shows played, tickets sold)? Please list the measures, and targets you feel are achievable and representative of success.

15. If you do not receive funding through this Grant, what is your alternate course of action?

16. Please indicate your project start and end dates:

SECTION III: Financial Information

Budget Summary For The Project: (Note: If you need additional space please attach detailed budget.)

REVENUES		EXPENSES	
Earned Income (Ticket sales, rentals, sales, etc)	\$ <input type="text"/>	Artist or Instructor Fees	\$ <input type="text"/>
Tuition, Workshop Fees	\$ <input type="text"/>	Space Rental	\$ <input type="text"/>
Membership Fees	\$ <input type="text"/>	Equipment Rental	\$ <input type="text"/>
Other Grants	\$ <input type="text"/>	Travel, Transportation Expenses	\$ <input type="text"/>
	\$ <input type="text"/>	Sets, Props, Costumes	\$ <input type="text"/>
Donations (private corporate)	\$ <input type="text"/>	Advertising, Publicity	\$ <input type="text"/>
Contributed services (In-kind) Itemize source & type	\$ <input type="text"/>	Administration	\$ <input type="text"/>
1.	\$ <input type="text"/>	Office: Bank, Phone, Paper, etc.	\$ <input type="text"/>
2.	\$ <input type="text"/>	Other Expenses (specify)	\$ <input type="text"/>
3.	\$ <input type="text"/>	1.	\$ <input type="text"/>
4.	\$ <input type="text"/>	2.	\$ <input type="text"/>
5.	\$ <input type="text"/>	3.	\$ <input type="text"/>
ARTS COUNCIL GRANT REQUESTED	\$ <input type="text"/>	Contributed Expenses (in-kind)	\$ <input type="text"/>
TOTAL REVENUES	\$ <input type="text"/>	TOTAL EXPENSES	\$ <input type="text"/>
		SURPLUS/DEFICIT	\$ <input type="text"/>

BALANCE YOUR BUDGET – TOTAL REVENUES SHOULD EQUAL TOTAL EXPENSES

Note that not all indicated line items may apply to your project, if need please provide a detailed project budget on a separate sheet.

SECTION IV: Declaration

I certify that the applicant organization is a cultural organization offering services to the Province of British Columbia, and that, to the best of my knowledge, all information contained in this application is accurate and represents a reasonable estimate of future operations of this organization based on information available at this time.

Signed:

Name Print:

Date

SECTION V: Checklist

Before you submit your application, ensure that you have included the following:

One (1) copy of the completed and signed, original application form is required for the adjudication panel, as well as **one (1) copy** each of:

- Responses to questions
- Organization Financial Statements or Notice to Reader
- Detailed Project Budget
- Any other lists required as attachments due to length of submission
- Supplementary project information (optional)

Project reports are due 30 days after project end date. Please indicate the date in which your project report will be due:

SUBMISSION

Please submit all materials and application form to info@squamishartscouncil.com by March 7th, 2018 11:59 PST. Only electronic submissions will be considered unless otherwise approved. Please consider the environment, electronic submissions are preferred.

QUESTIONS

The Squamish Arts Council will do its best to answer your questions in regards to the grant application. SAC cannot share confidential information of other or past applications. SAC can also not advise any applicant beyond the listed guidelines and criteria; it's the applicant's responsibility to express how their project meets these guidelines.