

GRANT APPLICATION
Abilene Cultural Affairs Council

SECTION A - ORGANIZATION INFORMATION

This application is for: Community & Visitor Development Grant _____ Hearts for the Arts Program _____		
Official Name of Organization:		Date Organization Founded:
Mailing Address:		
Chief Administrative Officer: Address:		Business Phone: Cell Phone: Email:
Financial Officer: Address:		Business Phone: Cell Phone: Email:
Project Director: Address:		Business Phone: Cell Phone: Email:
____ notify re: grant information for next year. Please add name/email of others with your organization who should be notified of grants process meetings and info next year:		
Name:	Name:	Name:
Email:	Email:	Email:

SECTION B - PROJECT INFORMATION

Project Title:	Amount Requested:
Number of persons served by project:	Project Dates:
Facility Name:	
List ALL communities directly served by this project:	
In the space below, provide a clear description of the project. Explain how this project will impact your organization as well as the community. Additional pages for the project description will not be accepted.	

SECTION C - FINANCIAL INFORMATION

Fiscal Year:	FY:	FY:	FY:	FY:
Total Prior Support from ACAC:				

SECTION D - PROJECT BUDGET

On a separate page, attach budget details for project expenditures noted in items (a) through (j). See sample provided with guidelines.				
Expenditures For this project only	To be paid from grant funds	Organization's cash	In-kind	Total:
a. Organization's Staff Salary				
b. Professional Services (Fees for artists, consultant)				
c. Facilities				
d. Travel and Transportation				
e. Lodging				
f. Rentals (except facilities)				
g. Supplies and Materials				
h. Promotion and Printing				
j. Other (list):				
Other (list):				
TOTAL EXPENDITURES:				
Revenues For this project only				
TOTAL GRANT REQUEST:				
Earned Income and Cash Contributions				
a. Admissions (tickets, concessions, etc.)				
b. Individual Donations				
c. Organizational Funds Budgeted (general fund)				
d. Business and Industry Contributions				
e. Foundations				
f. Government Support (NEA, NEH, etc.)				
h. Other (list):				
Other (list):				
TOTAL INCOME AND CONTRIBUTIONS:				
			TOTAL IN-KIND:	
			TOTAL REVENUES:	

SECTION E - ASSURANCES

If a grant is awarded, the applicant hereby gives assurance to the ACAC that:

1. The activities and services for which financial assistance is sought will be administered by the applying organization.
2. Any funds received, as a result of this application will be used solely for the project described.
3. The applicant has read, understands and will conform to the Grant Guidelines.

We hereby certify that all figures, facts and representation made in this application, including any attachments are true and correct.

Chief Administrative Officer:	Person preparing Grant:
Signature: _____	Signature: _____
Phone: _____	Phone: _____