

GRANT APPLICATION
Redwood City Civic Cultural Commission Funding Application

Name of Applicant/Organization: _____

Contact Person: _____

Address: _____

Telephone: _____

Email address: _____

AMOUNT OF GRANT REQUESTED: \$ _____

If you received any grant in the previous fiscal year, please indicate amount \$ _____

Please complete the following in detail:

1.) PROJECT DESCRIPTION

- a.) Describe your event/project
- b.) Describe your organization – purpose, structure, size and major activities

2.) PERFORMANCES

- a.) Date, time and location of event, how many performances, etc.
- b.) Will you charge admission? If so, how much?

3.) BENEFITS

- a.) To the Redwood City community
- b.) Expected attendance
 -Expected attendance by seniors (55 and over) -Expected attendance by youth (under 18)
- c.) Contribution to the priorities defined in the Funding Guidelines and Procedures

4.) BUDGET

- a.) Project budget, please itemize
- b.) Annual operating income of organization
- c.) What percentage of your budget did you request support from the Cultural Commission?
- d.) What would be different about this event/project without a Commission grant?

5.) COMMUNITY SUPPORT

- a.) Describe the efforts made in building audiences, membership, etc.
- b.) Please describe other sources of financial support, grants you have secured for your event.
- c.) Do you plan any special outreach to underserved populations?

6.) EVENT EVALUATION

How will the success of the event be measured?

7.) PUBLICITY

- a.) How will you promote your event?
- b.) How will you publicize the Civic Cultural Commission’s support of your event?

8.) SCHEDULED EVENTS

List events that Commissioners might wish to attend for verification and evaluation.

I hereby state that the above information presented to the Redwood City Civic Cultural Commission is true and complete to the best of my knowledge.

Signature: _____ Date: _____