



## **2015 Auburn Arts Commission Project Support Grant**

**Projects from January 1, 2015 – December 31, 2015**

**Deadline: Wednesday, December 31, 2014**

*granting committee will meet on January 6, 2015*

### **Purpose of Program and Source of Funding**

The primary purpose of this program is to provide support to arts-related projects and programs within the City of Auburn, to encourage the development and stability of local arts programs, as well as offer opportunities for local artists.

The City of Auburn Arts Commission allocates funding support it receives from 4Culture (Cultural Development Authority of King County) to community arts organizations and special projects through its Arts Sustained Support Program. All funds awarded through this program are dependent entirely on receipt of funds from 4Culture.

### **Application Requirements**

The Project Support Grant Program provides funding for arts related projects or programs, for the benefit of the residents of the City of Auburn, Washington.

Awards are typically \$500 to \$2,000. Basic requirements for applicants are as follows:

- Proposed projects must take place within the city limits of Auburn and serve/be completely accessible to all residents of Auburn.
- Priority will be given to projects that involve locally-based Auburn area artists and arts organizations and non Auburn-based organizations when it is demonstrated its services are available within the City of Auburn.
- Private, by-invitation-only, or membership events do not qualify. All events/projects must be open to the general public.
- Projects must comply with all regulations of the United States of America, State of Washington, and City of Auburn.
- Those artists or organizations receiving funding through other City of Auburn programs or sponsorship may apply for funds through this program; however, priority is given to those organizations who are not already receiving funding support through any of the other City of Auburn program.

**What kind of projects do not qualify?**

- Scholarships, tuition assistance, or other student support.
- Underwritten project sponsorships, or subsidy of tickets.
- Projects which support religious activities or political organizations.
- Projects that exclusively or primarily benefit the membership of the organization, or those that preclude reasonable access by the general public.

**Projects meeting criterion shall be evaluated according to the following:**

- A goal of the Auburn Arts Commission is to enhance appreciation of the arts and provide as broad a spectrum and access to arts programming as possible to all residents of Auburn. Consideration is given to those projects that demonstrate how these Commission priorities are addressed.
- Community outreach, or involvement, including partnerships with other organizations, or public participation, with an implementation plan and evaluation of the impact of the project will be given additional consideration.
- Projects must take place within the 2015 calendar year

**Panel Review**

- Eligible applications are reviewed by a peer panel selected for their knowledge and/or expertise in the arts, familiarity with the Auburn community and their ability to interpret policies and review criteria.
- Amount granted may not be for the exact amount requested.

All published materials and announcements regarding the project must state: "This project made possible through the support of the City of Auburn and 4Culture King County Lodging Tax." Promotional credit must be clearly prominent and submitted as part of the evaluation.

Applicants are encouraged to contact staff for assistance with completing the grant application and any other questions.

Contact: Maija McKnight, Arts Coordinator, 253-804-5043, [mmcknight@auburnwa.gov](mailto:mmcknight@auburnwa.gov)

**Application Information**

Please complete the application questions and include any materials that illustrate additional information about your organization or your project proposal. Please do not staple simply clip the materials together. Provide a self-addressed, stamped envelope for any support materials you wish to be returned to you. You must affix appropriate postage. You can request a editable word document by sending a request to [mmcknight@auburnwa.gov](mailto:mmcknight@auburnwa.gov)

*MAIL OR DELIVER Packet to:*

Auburn Arts Commission Grant Program/ Auburn Parks, Arts & Recreation  
910 Ninth St. SE, Auburn, WA 98002-6200

*E-MAIL to:* [mmcknight@auburnwa.gov](mailto:mmcknight@auburnwa.gov)

At any time before the deadline for application, applicants are encouraged to contact staff for assistance with completing the grant application, or to have any other questions concerning the process answered. Contact Maija McKnight, Arts Coordinator at 253-804-5043, or email [mmcknight@auburnwa.gov](mailto:mmcknight@auburnwa.gov), during regular business hours, Monday through Friday, 8 am - 5 pm.

**City of Auburn Arts Project Support Grant 2015**  
**Deadline:**

**CONTACT INFORMATION**

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Contact Number \_\_\_\_\_ EMAIL \_\_\_\_\_  
Website (if applicable) \_\_\_\_\_  
  
Tax ID# or SSN \_\_\_\_\_

**PROJECT INFORMATION**

Project Title \_\_\_\_\_  
Project Start Date \_\_\_\_\_ Project End Date \_\_\_\_\_  
Project Location/Venue \_\_\_\_\_  
Grant Amount Requested (typically \$500 - \$2,000) \_\_\_\_\_

**PROJECT DESCRIPTION**

*Tell us about your project or event. Be specific, list activities and goals. (1 page max)*

**PROJECT IMPACT/PUBLIC BENEFIT**

*How will the project benefit the citizens of Auburn and/or local artists?*

*Describe your intended audience and how you will reach them.*

**FEASIBILITY**

*Tell us why you can successful complete this project (past successes, qualifications of participants, partnerships, etc.)*

**NEED FOR SERVICES/URGENCY**

*How will these funds make a difference to your project? Please describe exactly how the funds will be used.*

**PROJECT BUDGET Expenses**

Item	Cash	In-Kind/non-cash
Project Staff/Personnel (list volunteer time under in-kind)		
Materials, supplies, equipment		
Space Rental		
Marketing/promotions		
Other		
<i>Subtotals</i>		

**Income**

Source of Income	Cash	In-kind/non-cash	Confirmed? Yes/No
Admissions			
Other Sales			
Donations			
Other			
Applicant Cash			
Arts Commission Request			
Total Income			

**OPTIONAL**

You are welcome to include any materials that illustrate additional information about your organization or your project proposal. Please do not staple together

**SUBMIT**

RETURN BY: Wednesday, December 31, 2014  
 RETURN TO: Auburn Arts Commission Grant Program  
 910 Ninth St. SE, Auburn, WA 98002-6200  
 Return via email to: mmcknight@auburnwa.gov

By signatures, I state that I am authorized to commit the above-named organization in financial matters and will ensure that any funds received as a result of this application are used only for the purposes set forth herein. The undersigned certifies that the information in this application is true and complete; to the best of his/her knowledge, and this information is provided for the purpose of securing financial support for the project described. I understand that all funds awarded through this Program are dependent entirely on receipt of funds from 4Culture, King County.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Print Name, Title: \_\_\_\_\_