

# **WEST SOUND ARTS COUNCIL**



## **Program Support Guidelines & Grant Application**

REV: 9/1/10

## **WEST SOUND ARTS COUNCIL**

### **Program Support Guidelines & Application**

The West Sound Arts Council is organized to support a wide variety of activities in the areas of performing and visual arts, literature, arts education, and the cultural enrichment of the Kitsap County area.

Projects which meet artistic merit and quality and the following criteria will be considered:

1. The project will assist local organizations or individuals or be accessible to local audiences.
2. There is a community interest and need for the project.
3. The project is reasonably unique and represents an addition to the cultural horizons of the community.
4. There is demonstrated managerial capability of the applicant or organization.
5. The West Sound Arts Council's contribution will be recognized.

Written applications for sponsorship will be considered on a quarterly basis. Applications need to be submitted to the West Sound Arts Council well in advance of the event or activity.

**Applications will be reviewed upon receipt at following monthly Committee meeting date.**

## General Information

- Priority will be given to projects which involve local artists and arts organizations. This does not exclude outside organizations when it is determined their services are not available within the area or that they will supplement existing programs.
- Any funds committed to a project will be disbursed directly to the artist involved or the party directly responsible for the services rendered. The West Sound Arts Council will require a final project financial accounting of funds.
- Depending upon the number of applications and the amount of funding available, the West Sound Arts Council may award only a portion of the funding requested. Successful applicants may be asked to submit a revised application which reflects the amount of the award.
- Promotion of the project is the responsibility of the organization and should include promotional materials in their budget. All published material and announcements regarding the project must state: "This project made possible through the support of the West Sound Arts Council." Acknowledgments should be made where appropriate.

***In some cases, applicants may be requested to attend a West Sound Arts Council meeting to explain the request.***

***I, \_\_\_\_\_, representing \_\_\_\_\_ have read the policies and guidelines of the West Sound Arts Council and agree to abide by the terms set forth in this document and hereby apply for grant consideration.***

**Signed** \_\_\_\_\_

**Organization** \_\_\_\_\_

**Date** \_\_\_\_\_

For Office & Evaluation Use:

**West Sound Arts Council**  
Program Support Application

**Instructions: Please type or print all answers in the space provided. Do not use additional space or attachments unless specified. Return the original application to the West Sound Arts Council, P.O. Box 2464, Bremerton, WA 98310.**

Applicant or Organization Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Organizational Director: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Contact Person (if different than above): \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Starting Date: \_\_\_\_\_ Proposed Completion Date: \_\_\_\_\_

Project Location: \_\_\_\_\_

Is your organization certified as non-profit, tax exempt? \_\_\_\_\_  
Please attach a copy of certification.

If no, please explain your status below:

# West Sound Arts Council

## Program Support Application

Project Title: \_\_\_\_\_

Amount of this request: \_\_\_\_\_

Please describe the mission and goals of your organization?

Describe what the project is. What will take place, when, how?

Specifically, how will West Sound Arts Council funds be used?

Expected start date of project: \_\_\_\_\_

Expected completion date: \_\_\_\_\_

Anticipated attendance: \_\_\_\_\_

## **West Sound Arts Council**

### Program Support Application

1. Please explain how the project will assist local organizations or individuals or will be accessible to local audiences. Emphasize how this project might serve the general goals of the West Sound Arts Council.
2. What community interest or need is there for this project?
3. Is the project reasonably unique and does it represent an addition to the cultural horizons of the community? Please explain.
4. Has your organization demonstrated managerial capability? Please cite examples of past performances. Be specific as possible.
5. How will the West Sound Arts Council's contribution be recognized?
6. Of what artistic quality or merit is the described project?

7. Please give additional information you deem pertinent to this proposal.

8. Please attach projected budget analysis.