dublin arts council

2025

COMMUNITY ARTS GRANTS

Application

ORGANIZATION INFORMATION

1. Name of Organization:

Address:	
Website:	
Contact Person: Title: Email: Telephone:	
Additional Contact: Person: Title: Email: Telephone:	

2. Provide your organization's mission statement:

3. Brief history of the organization:

PROJECT OVERVIEW

Title of Project:	
Amount Requested:	
Project Start Date:	
Project End Date:	

Statistical Information: Please fill in the statistical data below to the best of your ability. This information helps to inform Dublin Arts Council's annual state and federal reporting requirements. Estimations are acceptable.

Personnel Data – Indicate the # of personnel who will be involved in this project.

Number of staff:	
Number of board members:	
Number of contracted personnel (not artists):	
Number of artists:	
Number of volunteers:	
Total number of personnel involved (total the above):	

Audience Data – Indicate the # of individuals who will benefit from your proposed project through in-person and/or virtual participation. This information could be informed by historical attendance statistics, population data, and other relevant information.

Total estimated audience:	

Audience Demographics – Estimate the number of audience members in the following racial/ethnic categories. Information gathered through audience surveys and the U.S. Census Bureau can be used to inform these estimations.

American Indian/Alaska Natives:		Hispanic/Latinx:	
Asian:		Native Hawaiian/Islander:	
Black/African American:		Appalachian:	

PROJECT NARRATIVE

Please answer the following questions with as much detail as possible.

1. <u>Project Summary:</u> Please provide a clear, detailed description of the project(s) for which you are seeking funding. Consider answering the following:
   a. How is this an example of a high-quality project?
   b. What are the qualifications of the individuals responsible for shaping and executing the project?
   c. How is this programming relevant to the community?

2. <u>Project Goals:</u> Please list the goals of the project, and how these goals align with Dublin Arts Council's mission, which is to engage the community, cultivate creativity and foster life-long learning through the arts.

3. <u>Project Impact:</u> Describe the impact the project will have on the target audience/Dublin community as related to your project goals. Please describe your evaluation plan and how you will capture feedback.

4. <u>Diversity, Equity, Inclusion and Accessibility (DEIA):</u> How will your organization strive to make the project accessible to diverse audiences? If this is an existing project, how are you incorporating past feedback to further improve accessibility and inclusion?

5. <u>Project Implementation:</u> Describe how the project will be implemented. In addition, please answer the following:
   a. How will you market and promote this project?
   b. Does this organization have a history of successful project implementation?
   c. Please list your sources of funding (anticipated and/or confirmed).
   d. Please share details on how the requested funding will be used.

FINANCIAL & SUPPORT INFORMATION

Applications must include:
- ☐ Completed application form (above)

- ☐ The following support documents (either as files or hyperlinks):

  - ☐ Publicity/marketing examples
  - ☐ Fundraising examples/mailers
  - ☐ Staff/personnel bios
  - ☐ Sample evaluation tool
  - ☐ Image(s)/video file(s) of programming

- ☐ Current and previous fiscal year income/expense statement

  - ☐ Income & Expense Statement: Please provide an Income and Expense statement (as a separate document) comparing the current fiscal year budget with the prior fiscal year actual. For any significant changes (example, greater than 20%) between the current fiscal year and prior fiscal year, please explain the circumstances.

  - ☐ Balance Sheet: Please provide a Balance Sheet (as a separate document) for the year-end date of the most recently completed fiscal year.

  - ☐ In-Kind Support: Please provide a listing of In-kind support if applicable. May be submitted as a separate document.

- ☐ Project budget (listing the income and expenses for the project(s) for which you are seeking funding)

SUBMISSION PROCESS

Submit a completed application form and support/financial documentation:

1. By mail: Dublin Arts Council, 7125 Riverside Drive, Dublin, Ohio 43016; Attn: Katy Marque

2. Or by email: Katy Marque, Education & Development Manager, at marque@dublinarts.org.

Please read the "Guidelines and Applications Instructions" documents for further details on the application review process.

Applications must be received by
Friday, Nov. 1, 2024 by 5pm.