

Section IV – Project Budget (see attached sample)

REVENUES		CASH	EXPENSES		CASH	IN-KIND
1	School Designated Funds		10	Space Rental for Performance or Exhibit		
2	Arts Committee and/or PTA Designated Funds		11	Costumes/Props		
3	Other Sources please list them below:		12	Artists Fees		
4	_____		13	Equipment Rental/Purchase		
5	_____		14	Transportation/Travel		
6	_____		15	Other Expenses list below		
7	Request from Arts Council (not to exceed \$1,000)		16	_____		
8	(add lines 1-7) SUB TOTAL		17	_____		
9	(total from line 19b) IN-KIND		18	_____		
	(add lines 8-9) TOTAL Revenues		19a	(add lines 10-18 CASH COLUMN) TOTAL CASH		
			19b	(add lines 10-18 IN-KIND COLUMN) TOTAL IN-KIND		
				(add lines 19a & 19b) TOTAL Expenses		

TOTAL Revenues and TOTAL Expenses MUST equal

Section V – Questions About Your Project

Please answer the questions below. You may answer them on this form or on a separate sheet of paper.

1. Briefly describe your project and tell us why your school has a need for it?
(You may use additional pages as needed)

2. When will your project and/or equipment/material purchase happen?
(Please note that decisions on the funding may take up to 60 days after deadline)

8. If your project requires the hiring of an artist, please tell us what type of instruction will the artist be giving the students. Please include a bio and/or samples of their work:
(You may use additional pages as needed)

9. If you answered yes to #8, tell us how many hours the artist will spend with the students:

Section VI – This section must be completed and signed by the school principal.

Number of students in the school: _____ Number of free/reduced lunch: _____

Number of State designated special education students: _____

Does the school employ a certified and/or degreed arts education specialist? Give number in each category below:

Visual Arts: _____ Music: _____ Theatre: _____ Dance: _____

List a few samples of arts oriented activities that your students have experienced in the past year: _____

Annual budget per student for supplies for:

Visual Arts: \$ _____ Music: \$ _____ Dance: \$ _____ Theatre: \$ _____

Principal's Signature: _____ Today's Date: _____

Print Principal's name: _____

Principal's E-mail: _____

Section VII: - Attachments

You may include flyers, programs or photos of past projects – any materials that you feel might enhance your proposal.

Section VIII: - Submitting Application

Please submit 4 copies of your application. You will need to mail the original, plus 3 copies for a total of four.

Mailing Instructions:

Arts Council of Greater Grand Rapids
Arts Education Funding Pool
PO Box 2265
Grand Rapids, MI 49501-2265

Note: All applications must be received by 5pm on Friday, February 5th.