



# Squamish Arts Council Community Initiatives Grant Application

The Squamish Arts Council  
[info@squamishartscouncil.com](mailto:info@squamishartscouncil.com)  
2670 Stn Main, Squamish  
V8B0B8

## COMMUNITY ARTS & CULTURE ENHANCEMENT GRANT PROGRAM

Please read all instructions and guidelines before completing the form.

Ensure that you are applying for the stream that fits your applicant profile. As of 2018, there are two streams to apply for: Member Group Grants and Community Initiatives.

Grants available to Squamish Arts Council Members are to support community arts, culture or heritage projects and initiatives, occurring between January and December 2018.

### SECTION I: Member Data (please print legibly or type)

#### SAC Member of Affiliated Group's Name:

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Website: \_\_\_\_\_ Social Media: \_\_\_\_\_

Current Member of the Squamish Arts Council in good standing for 2018? Yes:  No:

#### Point of contact regarding fiscal and project matters:

Name \_\_\_\_\_

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

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### SECTION II: Grant Information

Please answer the questions below in a written statement that is no more than 10 pages max. We recommend to be concise, but thorough in your answers. Missing a question will deem the application ineligible. Please read program guidelines.

- Describe your affiliation with other local or provincial groups or associations, if any.
- Did you receive a grant from the Squamish Arts Council last year?  
Yes:  No:
- If you received a grant last year, have you submitted your final project report?  
Yes:  No:

Note that in order to be eligible, you must have no outstanding reports from previous SAC grants. SAC will not consider applicants who have outstanding reports from previous projects.

4. Briefly describe your project. For what purpose do you need assistance?
5. Describe your capacity and plan to successfully realize this project.
6. Describe the audience – how many people/Communities will this project serve/benefit?
7. Detail how your project will utilize and leverage resources and community volunteers if any.
8. Describe how this project meets the grant program goals and objectives?
9. How does this project fit within the Squamish Arts Council’s mandate?
10. Explain how this project will enhance the community through arts/culture/heritage and how it addresses community need:
11. Is this project phased – if so outline phases - detail phase under construction?
12. What are 3 objective measures of success for the project (for example, pieces of art produced, shows played, tickets sold)? Please list the measures, and targets you feel are achievable and representative of success:  

Measure:	Target:
Measure:	Target:
Measure:	Target:
13. If you do not receive funding through this Grant, what is your alternate course of action?
14. Please indicate your project start and end dates:
15. Project reports are due 30 days after project end date. Please indicate the date in which your project report will be due:

**SECTION III: Financial Information**

**Budget Summary For The Project:** (Note: If you need additional space please attach detailed budget.)

**REVENUES**

Earned Income (Ticket sales, rentals, sales, etc)	\$ _____
Tuition, Workshop Fees	\$ _____
Other Grants	\$ _____
	\$ _____
	\$ _____
Donations (private corporate)	\$ _____
Contributed services (In-kind) Itemize source & type	\$ _____
1.	\$ _____
2.	\$ _____
3.	\$ _____
4.	\$ _____
5.	\$ _____
<b>ARTS COUNCIL GRANT REQUESTED</b>	\$ _____
<b>TOTAL REVENUES</b>	\$ _____

**EXPENSES**

Artist or Instructor Fees	\$ _____
Space Rental	\$ _____
Equipment Rental	\$ _____
Travel, Transportation Expenses	\$ _____
Sets, Props, Costumes	\$ _____
Advertising, Publicity	\$ _____
Administration	\$ _____
Office: Bank, Phone, Paper, etc.	\$ _____
Other Expenses (specify)	\$ _____
1.	\$ _____
2.	\$ _____
3.	\$ _____
Contributed Expenses (in-kind)	\$ _____
<b>TOTAL EXPENSES</b>	\$ _____

**SURPLUS/DEFICIT** \$ \_\_\_\_\_

**BALANCE YOUR BUDGET – TOTAL REVENUES SHOULD EQUAL TOTAL EXPENSES**

*Note that not all indicated line items may apply to your project, if need please provide a detailed project budget on a separate sheet.*

#### SECTION IV: Declaration

I certify that the applicant organization is a cultural organization offering services to the Province of British Columbia, and that, to the best of my knowledge, all information contained in this application is accurate and represents a reasonable estimate of future operations of this organization based on information available at this time.

Signed:

Name (Print):

Date:

#### SECTION V: Checklist

**Before you submit your application, ensure that you have included the following:**

**One (1) copy** of the completed and signed, original application form is required for the adjudication panel, as well as **one (1) copy** each of:

- Responses to questions
- Detailed Project Budget
- Any other lists required as attachments due to length of submission
- Supplementary project information (optional)

#### SUBMISSION

Please submit all materials and application form to [info@squamishartscouncil.com](mailto:info@squamishartscouncil.com) by the indicated deadline or mail to Box 2670 Stn Main, Squamish BC post marked by Canada Post or Courier by the deadline. Please consider the environment, electronic submissions are preferred.

#### QUESTIONS

The Squamish Arts Council will do its best to answer your questions in regards to the grant application. SAC cannot share confidential information of other or past applications. SAC can also not advise any applicant beyond the listed guidelines and criteria; it's the applicant's responsibility to express how their project meets these guidelines.