



Art for Everyone
Grant/Award Application
(must be 18 or older to apply)

Pottery (up to \$500.00)
Art for Everyone (up to \$500.00)
501(c)(3) Non Profits (up to \$5,000.00)

Name:

Contact Information: Street Address
City, State, Zip
Phone Number
Email Address

Grant Title:

Amount Requested: \$ _____

Calculate the total cost of your project as documented in the grant budget (section 2b), based upon information provided in section 2a.

Proposed Start/End Date:

1) Executive Summary

This is a summary of your proposal, highlighting the purpose, goals, and expected impact of the initiative. If more room is needed, attach additional documents.

2) Detailed Description of the Initiative

a) Project Goals

If more room is needed, attach additional documents.

Goal of the Project	Project Activity	Expected Outcome or Impact
<i>Goal #1:</i>		
<i>Goal #2:</i>		
<i>Goal #3:</i>		

b) **Budget** *If more room is needed, attach additional documents.*

Budget Item	Item Price	Total Cost
Total Budget:		

3) **Attachments**

For Non-Profits: *Copy of IRS 501(c)(3) form and copy of the organization's bylaws showing the IRS required non-discrimination clause.*

For Teachers: *Signed and dated letter from principal indicating **award will be used specifically to meet the individual applicant's classroom needs and not placed in general funds.** Also include the For Individuals requirements below.*

For Individuals: *Signed and dated letter, addressed to Friends of the Multi Arts Center that states the following: **I understand that this award may be taxable as income by the IRS and accept that it is my responsibility to work with my own tax professionals to address any questions or concerns related to accepting this award.***

Checklist for Reviewing Your Grant Proposal

- Have you adequately described the purpose, major features, location, and cost of your proposal?*
- Have you described why your proposal differs from other types of proposals that may be submitted...what makes it stand out?*
- Have you described the specific goals for your proposal?*
- Have you described the specific outcomes that you expect to see in your education, classroom, school, or community as a result of receiving an award?*
- Do you have a clear budget?*
- Have you included any words or educational jargon that might need to be defined within your proposal?*
- Have you attached documents requested for your class of applicant? (IRS Tax Exempt letter, letter from principal, statement of understanding of IRS tax liability)*

NOTE: Applicants must be 18 or older to apply. Applicants must be legal residents of Oklahoma. All applications must be submitted by email. Hand delivered or mailed applications will not be accepted. Incomplete applications will not be accepted. Applications will not be accepted after **August 9, 2017. Submit proposal to info@multiartscenter.org**