GAP Application 2020

Please limit answers for # 1 - #16 to one page

APPLICANT ORGANIZATION INFORMATION:

1. Applicant Organization (not for profit) Name:

2. Applicant Organization Mailing Address:

3. Applicant Organization Website:

4. Applicant Organization not-for-profit Status (check all that apply):
   ___ IRS 501(c)(3)     ___ NYS Charities Registration    ____ Incorporation    ___Unit of Government

5. Name of Exec. Director or President of Applicant Organization:

6. Exec. Director or President E-mail:

SPONSORED GROUP INFORMATION: (If not applicable, leave blank)

7. If the Applicant Organization is acting as a sponsor, what is the name of the sponsored group?

8. Sponsored Group’s website:

CONTACT PERSON INFORMATION

9. Contact Person Name: (person writing application):

10. Contact Person Title:

11. Contact Phone AND E-mail:

PROJECT INFORMATION

12. Name of Project:

13. Grant Request: $

NYS REPORTING (Provide just one number for each question below.)

14. Estimated number of artists participating in project:

15. Number of estimated audience members for proposed project:

16. Number of estimated children (0-18) in audience for proposed project:
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Please limit answers for #1 - #13 to up to FOUR PAGES
(You can delete all blue italicized text, but please keep HEADINGS)

1. ACTIVITIES OF APPLICANT ORGANIZATION:
   Very briefly (no more than 30 words) describe the mission or activities of the applicant organization.

2. ACTIVITIES OF SPONSORED GROUP:
   If applicable: Very briefly (no more than 30 words) describe the activities of the sponsored group.

3. SUMMARY STATEMENT:
   Summarize your project in one sentence. Example: The Performing Arts Center will sponsor a performance by the Cayuga Multicultural Chorus at 6pm on Sunday, October 5 at the Center.

4. EVENT INFO:
   Use whatever format works for you. If details are not confirmed, write what you can, i.e. “mid-June.”
<table>
<thead>
<tr>
<th>Funded Activities</th>
<th>Date / Time</th>
<th>Location</th>
<th>Ticket Fees</th>
<th>Expected Audience Size</th>
</tr>
</thead>
</table>

5. DETAIL STATEMENT:
   Please write a clear, concise, factual description of the project. (who, what, when, where)

6. ARTISTIC CONTENT:
   Describe the artistic content of your request and name artistic personnel.

7. PROJECT ADMINISTRATION
   Name the administrators of the project and their qualifications to administer.

8. DESCRIBE AUDIENCE:
   Any demographic information you can provide for your expected audience is appreciated.

9. COMMUNITY AND CULTURAL NEEDS:
   See Guidelines “Funding Preferences.” Address how/if your project aligns with stated preferences.

10. IN-KIND CONTRIBUTIONS:
    Tell us about any services that are being donated to your project such as reduced artist fees, space rental, printing, utilities, volunteers, food, etc.

11. REDUCED FUNDING:
    a) Which expenses most crucial for the success of your project?
    b) If your project receives funding at a reduced level, describe how your project could be adjusted.

12. PROMOTIONAL EFFORTS:
    Describe your planned publicity/promotional efforts for your project, especially those that are not also reflected in the budget, i.e. social media… How will you attract community interest and attendance?

13. PREVIOUS PROJECTS:
    If applicant had a similar event in 2018 or 2018, whether funded by CAP or not, please list: Name of Event, Date of Event, Audience Size. Feel free to include comments.