



**VISUAL ARTS
2019/2020 PROGRAM GRANT APPLICATION FORM**

Before completing the application, please read through the grant guidelines.
Please respond to all questions in detail & complete the Application Form in type or print in black ink.
Attach additional pages to the Application Form for the required information and support materials.

A complete budget must be included with the application.
All applications must be postmarked no later than June 1, 2019.

Arts Council: _____
Contact Name: _____
Mailing Address: _____
Phone: _____ Fax: _____ Email: _____

The application is for: _____ (please check one of the following boxes)

- | | |
|---|---|
| <input type="checkbox"/> Exhibition Programming | <input type="checkbox"/> Art Events |
| <input type="checkbox"/> Artist Development/ Local Adjudication | <input type="checkbox"/> Artist Presentations, Community Arts
Projects & Workshops |

1) Describe the program, including the focus and goals of the project or event, and outline the program details of who, when, where and how it will be facilitated **on a separate page**.

Tentative Date(s): _____
Number of hours/ days: _____
Location: _____
Proposed Workshop Instructor(s)/Adjudicator(s): _____

***Please attach the artist's/ presenter's biography and/ or resume highlighting their qualifications.
The artist or adjudicator MUST provide a criminal record check, a request letter has been provided.***

2) Describe the primary target audience for the program and the benefits participants will receive from participating in this program (such as increased knowledge, appreciation or skills).

3) Describe how this program is necessary for your community development and will contribute to achieving OSAC's goals of member, program, audience, artist and youth development.

4) Describe how this program will be promoted:

5) If you are working in partnership with another Arts Council(s) or organization, please indicate the organization and what the partnership includes (such as joint promotion, etc.)

6) If you are partnering with a school, is the project related to the school curriculum or art teacher's program? What is the school's contribution?

Indicate all anticipated revenue sources and expenses. Your budget must balance (see example budgets in your Visual Arts Handbook for more information).

Visual Arts Program Grant Budget

ESTIMATED REVENUE

•OSAC - requested grant amount	\$ _____
(75% of total eligible expenses to a max. \$1000 or \$1500 if partnering)	
•Arts Council	\$ _____
•2nd Partnering Organization	\$ _____
•Regional Recreation Assoc.	\$ _____
•Other grants (specify)	_____
(ie. Arts Board Project Grant, TIP, etc.)	
•	\$ _____
•	\$ _____
Self Generated Income:	
•Registrations:	\$ _____
(workshop/ adjudication fees)	
•Admission (door, box office)	\$ _____
•Fundraising	\$ _____
•Donations	
•individual	\$ _____
•corporate	\$ _____
•Product sales	\$ _____
•In kind (ie. staff hours) - specify	\$ _____
•	
•	
•Other (specify)	\$ _____
•	
Total Estimated Revenue:	\$ _____

ESTIMATED EXPENSES

•Resource Person expenses:	
• Fees: ___ days @ CARFAC rates=	\$ _____
or \$___/ hr. x ___ hrs. =	
• Travel: @ \$0.40/km x ___ km =	\$ _____
• Accommodation:	\$ _____
• Meals: @ \$51/ day x ___ days =	\$ _____
•Materials (only eligible for children and low income participants)	\$ _____
•Project Facilities Expenses (facility rental specifically for the project)	\$ _____
•Equipment rental (easels, display boards)	\$ _____
•Production/ Technical Services (services for lighting, operating digital equipment)	\$ _____
•Marketing expenses:	
•Printing (invitations, posters, flyers)	\$ _____
•Advertising (newspaper ads)	\$ _____
•Postage/ phone/ fax	\$ _____
•Other (specify)	\$ _____
•	
Total Eligible Expenses:	\$ _____
Non-Eligible Expenses:	
•Prizes/ Gifts	\$ _____
•Reception	\$ _____
•Staff/ volunteer hours (in kind)	\$ _____
•Other (specify)	\$ _____
Total Estimated Expenses:	\$ _____

On behalf of the above named organization, we hereby make application for a Visual Arts Program Grant provided by the Organization of Saskatchewan Arts Councils. We declare that all statements on the form are true and that our publicity materials will credit the Organization of Saskatchewan Arts Councils, the Saskatchewan Arts Board and Saskatchewan Lotteries. At the conclusion of the program, we will send in a program follow-up report, complete with our evaluation and financial statement, not more than one month after the end of the program.

Signed: _____ Delegate
 _____ Date



FUNDING PROVIDED BY



Canadian Heritage

Patrimoine canadien