



ARTS & CULTURE CENTRE

SPACE VOLUNTEERS FUNDING MARKETING

SQUAMISH ARTS COUNCIL/SAC-Fund Application 2011/2012

PLEASE READ ALL INSTRUCTIONS AND DIRECTIONS BEFORE COMPLETING FORM.

SECTION I - ORGANIZATION DATA – Please Print Legibly

ORGANIZATION'S OFFICIAL NAME:

DATE ORGANIZATION WAS ESTABLISHED:

ACTIVITY/PROJECT/PROGRAM NAME:

PRIMARY CONTACT PERSON:

Address: _____

City: _____ **Postal Code:** _____

Are you a registered non-profit society? _____

BC Society Act #: _____ **Date Registered (dd/mm/yyyy):** _____

Federal Charitable Tax #: _____

PRIMARY CONTACT:

Name: _____

Address: _____

City: _____ **Postal Code:** _____

Telephone No: _____

E-mail: _____

10) If your event is to take place on public property, do you have 3rd party written confirmation giving you permission and approval to do so? If so provide a permit or signed letter from the approving body and a copy of proof of insurance coverage



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Donations (Private)	\$	Advertising, Publicity	\$
Contributed Services (In-Kind)	\$	Personnel (including honoraria)	\$
Other	\$	Office: Bank, Phone, Paper, etc.	\$
	\$	Other Expenses (specify)	
	\$		\$
	\$		\$
	\$		\$
	\$		\$
ARTS COUNCIL GRANT	\$		\$
TOTAL ESTIMATED INCOME	\$	TOTAL ESTIMATED EXPENSES	\$
* TO BALANCE YOUR BUDGET - TOTAL ESTIMATED INCOME SHOULD EQUAL TOTAL ESTIMATED EXPENSES			

SECTION II — PROJECT FINANCIAL INFORMATION

BUDGET SUMMARY FOR THE PROJECT: (Note: If you need additional space please attach detailed budget.)			
REVENUES		EXPENSES	
Income (Ticket sales, rentals, sales,	\$	Artist or Instructor Fees	\$
Tuition, Workshop Fees	\$	Space Rental	\$
Membership Fees	\$	Equipment Rental	\$
Other Grants (DOS, Provincial,	\$	Travel, Transportation Expenses	\$
Donations	\$	Sets, Props, Costumes	\$



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SAC-FUND APPLICATION GUIDELINES :

- 1) **Any local artist or arts organization whose mandate falls within the criteria of the Squamish Art's Council's constitution may apply for a SAC-Fund Grant.**
- 2) **Applicant must maintain its SAC membership in good standing and have their membership paid in full prior to submitting an application and throughout the applicant's project period. For "Membership" inquiries, email to: pwalter@freenet.de**
- 3) **For the 2011/2012 intake, all applications MUST be submitted by regular mail or delivery and postmarked no later than the deadline of JANUARY 31ST, 2012 to:**

Squamish Arts Council (SAC-Fund)

PO Box 2670

Squamish, BC V8B 0B8

All applications will be acknowledged in writing by SAC. Members of the SAC Jury will contact all applicants as to the outcome of their grant request in writing postmarked no later than Friday February 17th, 2012.

- 4) **Projects must be completed by DECEMBER 31, 2012, and afterwards a FINAL REPORT (summarizing the finished project, actual budget, use of the grant, what was achieved, and how effectively the program met its original goals) must be submitted to Squamish Arts Council (no later than FEBRUARY 28, 2013).**
- 5) **Funding is not guaranteed. An independent SAC-Fund Jury will determine at its sole discretion the amount of funding your organization may receive and in what increments you shall receive funding. All applications will undergo a formal assessment and review by the jury. The jury will then determine whether or not your organization and its project will be granted funding (in what amount and in what tranches).**



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SAC-FUND APPLICATION GUIDELINES (CONT'D)

6) ASSESSMENT PROCESS:

a) The SAC-Fund Jury will be comprised of SAC board members (who are not associated with applicant organizations) and sector professionals chosen for their specialized knowledge in the advancement of arts and culture.

b) The jury will be selected to represent a broad range of experience and thought. Some jury member will not be current board member of SAC.

7) ACKNOWLEDGEMENT:

a) In recognition and support of funding, the Squamish Arts Council and the District of Squamish must be acknowledged by the Applicant in all promotional materials for the Applicant's Project.

b) SAC logo to be provided to all successful recipients to be used in print, electronic and internet advertising.

QUESTIONS:

For any other questions you may have regarding the SAC-Fund Application, contact us via email to:

kegyed@telus.net



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Activity/Project/Program: _____

Location/Address: _____

Date: _____

Number of Participants: _____

Anticipated Number in Audience (if applicable): _____

SECTION V — DECLARATION

I CERTIFY THAT:

- 1) THE APPLICANT ORGANIZATION IS A CULTURAL AND/OR ARTS ORGANIZATION OFFERING CULTURAL AND/OR ARTISTIC SERVICES WITHIN THE DISTRICT OF SQUAMISH**

- 2) 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 IN ACCORDANCE WITH THE SQUAMISH ART'S COUNCIL'S CONSTITUTION (SEE ADDENDUM)**

Name: _____

Signature:

Position:
