

Organization Profile

FEIN:
DUNS:

Mailing Address:

Street Address:

Contact:
Email:
Website:
Operating budget for last completed fiscal year:

Mission:

Artist

Name:
Address:
Website:
Bio:

SAMPLE

Scholar

Name:
Address:
Bio:

Describe the project; include a detailed description of the performance/presentation/demonstration and explain why this artist/art form/tradition was selected. Explain why this project is important to your community. Describe the educational and outreach component(s) and any additional community activities; describe the anticipated impact for participants. The educational and outreach component requirement is that participants be engaged in learning activities that have lasting impact.

SAMPLE

Audience development includes assessing audience and community needs, cultivating audiences, creating a plan for engagement, and developing effective partnerships. Describe the audiences and community segments that you are targeting and engaging with this project. Explain why they were selected for involvement in this project, how they are involved in planning and what community partners are involved. Describe any plans to broaden or diversify your audiences and any additional efforts to reach those that lack access to arts programs, services, or resources. Describe your marketing plan for target audiences.

SAMPLE

Grantees are required to ensure ACCESSIBILITY to funded programs to people with disabilities. Beyond these minimum ADA requirements, describe actions you will take for programmatic and communications accessibility (e.g., planning/advisory committees, including people with disabilities, large print programs/labels, American Sign Language interpretation, audio description, specific marketing strategies, etc.) Provide specific strategies on how you will reach those that lack access to the arts due to disability for this project specifically (not your organization's work in general).

SAMPLE

Do you certify that (1) you have read the National Endowment for the Arts (NEA) ASSURANCE OF COMPLIANCE and understand that by signing and submitting the application form, you certify that the applicant is in compliance with all the statutes and regulations as outlined by the NEA including the ADA; and (2) the facilities where project activities will take place are accessible to people with disabilities?

Describe your organization's ability to carry out the proposed project. Provide a summary of your organization's programming history. Describe the evaluation methods you have in place to learn how you are, or are not, achieving your goals.

SAMPLE

Do you have a readiness plan?

Readiness Plan Narrative:

Attachments: Support Materials

**Proof of Government Status
(government affirmation letter):**

Letter of Interest/Contract:

AUDIO/VIDEO SAMPLES

File: **or URL:**

File: **or URL:**

Playback instructions:

DIGITAL IMAGE SAMPLES

File: **or URL:**

File: **or URL:**

SAMPLE