Connecticut Office of the Arts

DECD
State of Connecticut
Department of Economic and Community Development

CITY CANVASES FULL APPLICATION

DEADLINE: FEBRUARY 24, 2012

Send completed form to: David Bahlman, Director of Culture, City Canvases, Department of Economic and Community Development (DECD), Connecticut Office of the Arts (COA), One Constitution Plaza, 2nd Floor, Hartford, CT 06103

APPLICANT INFORMATION

Municipalilty _____

Street Address (required for legislator notification) _____

Mailing Address (if different) _____

City/State/Zip _____

Main Telephone _____ General Email _____

Fax _____ Website Address _____

City Mayor _____

Email _____ Telephone/Extension _____

Application Contact Person_____

Contact Person's Title _____

***** Email _____ Telephone/Extension _____

** Required - all notices and information regarding applications will be sent by email to application contact person ONLY*

PROJECT INFORMATION

Title of the project or a 5-15 word description. **This grant will support:**

_____

Total Anticipated Project Budget: $ _____ Grant Request: $ _____

Percent of Request to Project Budget: _____%

Anticipated date the artwork will be completed by: _____

ARTS ORGANIZATION PARTNER INFORMATION:

Provide the name and contact information of the required Connecticut 501 (c)(3) non-profit arts organization partner below:

Federal Employer ID# _____ Date of Non-Profit Incorporation in CT_____

Organization Name: _____

Address/City/Zip: _____

Key Contact: _____

Contact Email: _____

Contact Phone: _____

If awarded, will the grant contract and funds be administered through the arts organization listed above? Yes ○ No ○

ADDITIONAL PARTNER INFORMATION:

Identify key partners below and provide an addtional page documenting full scope of partners and their roles.

Organization Name	Key Contact	Email address
P1. _____	_____	_____
P2. _____	_____	_____
P3. _____	_____	_____
P4. _____	_____	_____
P5. _____	_____	_____

APPLICATION NARRATIVE

Answer questions in narrative form in no more than five (5) single-spaced typed pages (one side only). Please use an easily readable font no smaller than 11 point.

1. Identify the site for the artwork and explain why this site was selected. Indicate how you anticipate the artwork benefiting the city.

2. Provide an overview of the type of artwork being considered and indicate if it will be a temporary or permanent work. Also include plans for maintaining and/or the deconstruction of the work as needed.

3. Identify your proposed process for selecting artist(s) along with an overall timeline of the project.

4. Identify marketing/promotion goals and indicate if the project will be linked to any future city events.

APPLICATION CHECKLIST

Submit in the following order (one original with signatures and seven (7) copies):

- ☐ Application (2 page form)
- ☐ Application Narrative (no more than five pages)
- ☐ Partners (no more than one page)
- ☐ Budget (no more than two pages)

Behind the above copy marked "original," add:

- ☐ National Standard Data Collection Form (one copy)

SIGNATURE

Under penalties of perjury, I declare that I have examined information contained in the application for this grant and accompanying documents and, to the best of my knowledge and belief, they are true, correct and complete, and I am in fact eligible for funding under this grant program. I am aware that the submission of any false information or omission of any pertinent information resulting in the false representation of a material fact may subject me to civil and/or criminal penalties for filing of false public record and/or forfeiture of any funding awarded under this program. I further declare that I have reviewed the Connecticut Office of the Arts Grant Overview Guidelines and acknowledge that it is my responsibility as a grant applicant to become familiar with these guidelines and that failure to comply could result in ineligibility for the grant program. I understand that should I have any questions regarding these guidelines, I may contact DECD. I further understand that all documents submitted become the property of DECD.

Printed Name _____ Title _____

Signature _____ Date _____