

PROGRAMMING SUPPORT GRANT PROGRAM

Application Deadline Tuesday February 13, 2018



WINNIPEG
ARTS COUNCIL

REGISTRATION FORM

Registered Name of Organization: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

Website: _____

Date of Incorporation: _____ Charitable Tax Number: _____

Administrative Head of Organization Name: _____

Position: _____ Contact E-mail: _____ Phone: _____

Governance Head of Organization Name: _____

Position: _____ Contact E-mail: _____ Phone: _____

Grant amount requested: \$ _____ in each of 2018 and 2019

Total attendance (all activities) in most recently-completed year _____

Total operating revenues on financial statements, most recently-completed year: \$ _____

DECLARATION: On behalf of and with the authority of the organization or collective named above, in signing this application we certify that:

- we have carefully read the eligibility criteria for this program described in the guidelines. Our organization/collective and our project meet these criteria.*
- we accept the conditions of this program as outlined in the guidelines and agree to abide by the Winnipeg Arts Council's decision.*
- we have submitted all overdue final reports for previous Winnipeg Arts Council grants. We understand that this application will be considered ineligible if final reports are outstanding.*
- We agree that if a grant is awarded, we accept responsibility for ensuring that the activities for which funding is received are completed in the manner described in this application*
- we confirm that the information provided herein is accurate and complete and we are authorized to make an application on behalf of this organization.*

Signature - Administrative Head

Name & Title (Print)

Signature - Board Chair

Name & Title (Print)

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APPLICATION CHECKLIST

Applicant: _____

Ensure your application contains all of the information listed below. Where forms are provided they **must** be used; other materials must be printed on single-sided white 8.5" x 11" paper, clearly labeled and submitted **in the following order**.

Please do not staple or bind applications in any way.

<input type="checkbox"/> Section 1	Completed Registration Form and Application Checklist (Using the forms provided)
<input type="checkbox"/> Section 2	Organizational Overview (2 pages max.)
<input type="checkbox"/> Section 3	Statistics, Staff, and Board list (using the form provided)
<input type="checkbox"/> Section 4	Programming Plan (2 pages max.)
<input type="checkbox"/> Section 5	Annual Budget Outline (Using the form provided)
<input type="checkbox"/> Section 6	Most Recent SIGNED Annual Financial Statements
Section 7	Deficit Reduction Plan/Detailed Information on Surplus Funds: <input type="checkbox"/> attached, or <input type="checkbox"/> we do not have an accumulated surplus or deficit
<input type="checkbox"/> Section 8	Support Material
<input type="checkbox"/> Section 9a	Public Relations Images (in digital form)
<input type="checkbox"/> Section 9b	Public Relations Image Credits (Using the form provided)



PROGRAMMING SUPPORT GRANT ANNUAL BUDGET OUTLINE

Applicant: _____

Revenues

2017-18	2018-19	2019-20
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Earned Revenue

Box Office

Rentals, Sales, and Commissions

Memberships

Investment Income

Other (specify): _____

Private Sector

Individual Donations

Corporate Donations & Sponsorship

Foundations (specify): _____

Fundraising

In Kind (if applicable)

Government

Canada Council for the Arts

Other Federal Government (specify): _____

Manitoba Arts Council

Other Provincial Government (specify): _____

Winnipeg Arts Council

Other Municipal (specify): _____

Other Income (specify): _____

Total Revenues

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Expenses

Artist Fees / Salaries / Honoraria

Production / Exhibition expenses

Administrative Salaries / Fees / Honoraria

Marketing

Fundraising

Administration / Office

Other expenses (specify): _____

Total Expenses

Cash surplus / Deficit for year

Accumulated surplus / deficit, start of year

Accumulated surplus / deficit, end of year

(Must match financial statements)

