

# Main Components of a Grant Application

## 1. Boiler Plate & Basics

- ▶ Name / Contact Info / Web & Social
- ▶ Mission / Vision
- ▶ Experience as Artist / History of Organization / Past Activities
- ▶ Project Location Location Location! (Important in Placemaking)
- ▶ Requested Grant Amount

## 2. The Narrative - the “What” and “Who for”

- ▶ Goals / Objectives / Activities of the Project / Audience / The Need
- ▶ More Background on Organization / Artist (if not in previous section)

## 3. Supporting Sections - the “How”

- ▶ Timeline/Schedule of Activities; Resumes/Bios; Budget

## 4. Attachments

- ▶ Financials, Resumes, Budget, Certifications, Proof of Past Work, et al.

# The Narrative: Telling the Story

**Goals:** Eagle-Eye View, The Big Picture, Impact

What change in the world are you hoping to achieve?

**Objectives**

More specific than “goals”

**Activities/Tasks/Description**

More specific than “objectives”

# Audience / Who Served / Who Benefits

- ▶ Who is benefitting from your work, specifically, and how?
- ▶ Quantities
- ▶ Qualities
  - ▶ Age” “Fifth graders”...
  - ▶ Group Identity: “Single parents”
  - ▶ Demographic: “New Bedford residents”
  - ▶ Affiliation: “students of Gideon Elementary School”
- ▶ Data
  - ▶ Census, School Profiles, Economic, Studies of the Demographic, etc.

# The Need

- ▶ Placemaking or Place keeping Need
  - ▶ Bringing attention to an overlooked space
  - ▶ Drawing out an overlooked quality or aspect of that place
  - ▶ Building on the existing cultural identity of that place
  - ▶ Helping create pride of place
  - ▶ Active care and maintenance of a place by people who live/work there
- ▶ Economic, Social, Cultural, Educational, etc.
- ▶ NOT your personal needs - unless a specific artist development grant
- ▶ Should match the grant purpose

# Supporting Information

- ▶ Timeline of activities
- ▶ Credentials of people involved
- ▶ The itemized project budget
- ▶ Evaluation methods

# Attachments

- ▶ Financials (audit, 990, operating budget, or 1040)
- ▶ Project budget, resumes/bios
- ▶ Proof of past work: photos, flyers, testimonials, artworks
- ▶ Signed certifications: “I attest to the truth”