

## Contact Information

### Primary Contact

<b>Organization Name*:</b> (Max. Characters: 300)	
<b>Address 1*:</b> (Max. Characters: 50)	
<b>Address 2:</b> (Max. Characters: 50)	
<b>City*:</b> (Max. Characters: 50)	
<b>State*:</b>	
<b>ZIP Code*:</b> (Max. Characters: 10)	
<b>Head of Organization - First Name*:</b> (Max. Characters: 20)	<i>Executive Director or equivalent</i>
<b>Head of Organization - Last Name*:</b> (Max. Characters: 30)	<i>Executive Director or equivalent</i>
<b>Head of Organization - Email *:</b> (Max. Characters: 300)	
<b>Head of Organization - Phone Number*:</b> (Max. Characters: 20)	
<b>Person completing application*:</b> (Max. Characters: 300)	
<b>Email of person completing application*:</b> (Max. Characters: 300)	
<b>Organization Website*:</b> (Max. Characters: 255)	

### Organization Information

<p><b>Is your organization a non-profit 501c3 established in Tompkins County, NY? *:</b></p>	
<p><b>Is your organization a public museum OR performing / visual arts organization? *:</b></p>	
<p><b>Does your organization have paid, professional staff? *:</b></p>	
<p><b>Has your organization been established as a non profit for three or more years? *:</b></p>	
<p><b>Does your organization have an elected board of directors? *:</b></p>	
<p><b>Has your organization worked on long range planning?*::</b></p>	<p>(i.e. have you prepared a strategic plan or similar document.)</p>
<p><b>Does your organization have a policy on diversity, equity, and inclusion? *:</b></p>	
<p><b>Federal Employer Identification Number *:</b> (Max. Characters: 11)</p>	
<p><b>Fiscal Year Start Date (MM/DD/YYYY)*:</b> (Max. Characters: 10)</p>	
<p><b>Organization Foundation Year (YYYY)*:</b> (Max. Characters: 4)</p>	<p>Indicate the year when the organization was established</p>
<p><b>How many days of public programming does your organization offer in Tompkins County annually?*::</b> (Max. Characters: 300)</p>	<p><i>For the purposes of this grant, we define public programming as a cultural performance or exhibit available for the benefit of the community. Musical performances, film screenings, theatrical performances, museum exhibits and art galleries are all examples of public programming. Fundraisers, rehearsals, workshops and classes are generally not considered public programming</i></p>
<p><b>Organization budget for most recent fiscal year*:</b> (Max. Characters: 12)</p>	<p><i>Organization budget is defined as the year's total expenses.</i></p>
<p><b>Organization Mission Statement*:</b> (Max. Characters: 500)</p>	
<p><b>Amount Requested*:</b> (Max. Characters: 10)</p>	<p><i>Note: the maximum annual award is \$35,000 OR 10% of total organization budget – whichever is less.</i></p>
<p><b>Request Summary*:</b> (Max. Characters: 500)</p>	<p><i>Provide a brief description of how the grant funds will be used (approx. 100 words).</i></p>