

From CULTURAL AND AESTHETIC PROJECTS GRANTS APPLICATION GUIDELINES 2014-2015
Regarding required financial information—emphasis added

Financial Information

If your financials are not presented as requested, you will be ineligible for funding.

While we understand Indirect Costs (IDC) may be a part of the budget, you may not use grant funds or match to pay IDC.

All Applicants will provide two years of profit and loss statements (aka Statement of Financial Activities or Income Statement), two years of Statements of Financial Position (aka SOP or Balance Sheet) and an explanation of items outside the normal scope of operations. Please do NOT provide 990's.

Special Project & Capital Expenditure Applicants will provide a detailed project budget. Capital Expenditure Applicants will also provide an explanation of future operating costs if the project will significantly impact these costs.

What will this grant be used for? Please provide a brief description of what grant funds will be used for. (For example: "Costs associated with visiting artists" or "General operating support")

Total Grant Amount Requested: The total amount requested for the two-year grant period. Please remember a 1:1 match is required for Special Projects & Operating Support. A 3:1 match is required for Capital Expenditures.

Profit & Loss Statements (aka Statement of Financial Activities or Income Statement) for the TWO previously completed fiscal years: Universities and organizations that are a sub-set of a larger organization: Please provide information only for your organization. If your financials are not presented as requested, your application will be ineligible for funding. Please do NOT provide 990's. Please upload your previous TWO years of profit and loss statements as two separate documents (pdf files are recommended) in the upload fields below. Then indicate the expenses from each year in the appropriate text fields below.

Statement of Financial Position (aka SOP or Balance Sheet) for the TWO previously completed fiscal years: The SOP reflects the overall financial position of your organization at a given moment in time. It is the report that shows the accumulated results of all the individual years of your organization's operations put together. It takes the form of the standard accounting equation of Assets minus Liabilities equals Net Assets.

Items Outside the Normal Scope of Operations Explanation: Please use the following field to explain any features of your financials that would benefit from more information. (IE outside accounts or funds, sale of assets, deficits, profits, rainy day funds, capital or endowment campaigns, operating budget increases of over 10% per year etc.)

Please remember this is the only financial information available for review. If it is not clear, your application will not rank well.

Special Projects & Capital Expenditures Detailed Project Budget: Please provide a detailed project budget. Capital Expenditures applications must include a summary of the total cost of the capital expenditure from beginning to end; information about sources and amounts of funds already committed and anticipated to be received; and plans for obtaining the balance of funds based on prior fund raising efforts.

Capital Expenditure Operating Costs: Capital Expenditures Only. Please explain future operating costs if the project will significantly impact these costs. (For example: Operating costs for a building addition or energy savings from an upgraded furnace project.)

In Kind Goods & Services: Please explain any in-kind goods and services. You are not required to document in-kind goods and services but please explain any that you feel would strengthen your application.

Financial information is reviewed by an independent CPA, who specializes in nonprofit organizations. In addition, if grantees wish to receive an independent "pre-review" of their application, that service is available as well. We understand there are problems and we are very interested in correcting them and streamlining and simplifying the process as much as possible. Next time it is planned that the application deadline will be moved up a month and staff will review applications and contact organizations about problems that need fixing before the applications are submitted to the advisory panel for review.