

Grassroots Arts Program
Subgrant Application
FY 2020-2021



Submit this application to the Caldwell Arts Council by November 30, 2020.

I. Organization Information

Name of Organization _____

Contact Name _____ Title _____

Mailing Address _____ City _____

State North Carolina Zip Code _____ County _____

Work Phone _____ Fax _____

Email _____ Website _____

Organization's EIN _____ Applicant Race _____

II. Project Information and Narrative

1. In which county is your organization physically located?

2. What is the mission of your organization?

3. Provide a brief description of your core arts programming. Include details about the audiences who participate in and benefit from the programs

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4. North Carolina’s “stay at home” order (Executive Order 117) had a profound impact on the arts sector. Describe the specific steps your organization took to comply with Executive Order 117.

III. Eligible Expenses Worksheet

List eligible operations expenses on this worksheet. All items will require corresponding documentation to be attached to this application.

The following expenses can be considered: paid salaries and benefits (including contractors), on-going operating expenses, costs associated with canceling programs and creating virtual programs, and COVID-related safety and cleaning measures. Revenue losses are not considered for mitigation. North Carolina Arts Council Grassroots Program funding cannot reimburse any expenses already paid for by other federal relief funds such as PPP loans, CARES grants, direct grants from the NEA, and stimulus grants issued by the North Carolina Arts Council.

List projected eligible expenditures (January 1, 2021-June 15, 2021)

Expenditure Name	Expenditure Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
SUBTOTAL A	_____

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List any Federal stimulus funds applied for or anticipated for expenses that will be incurred for the period of January 1, 2021 to June 15, 2021.

Fund Type	Funded Amount
_____	_____
_____	_____
_____	_____
_____	_____
SUBTOTAL B	_____
SUBTOTAL A <i>minus</i> SUBTOTAL B <i>equals</i> GRAND TOTAL	_____

Certification

We understand that failure to respond to any of the above items may adversely affect the consideration of this application. We certify that the information contained in this application, including attachments and supporting materials, is true and correct to the best of our knowledge.

Authorizing Official Name _____
 Authorizing Official Signature _____
 Authorizing Official Title _____
 Date Signed _____

Documentation is required as evidence for expenses claimed in this application.

Documents such as receipts, bills/invoices, monthly financial statements, and payroll ledgers will be considered. When projecting expenses that will occur from January 1, 2021 through June 15, 2021, the applicant should provide a Word document or PDF that explains those expenses. Receipts or other documentation must be available for projected expenses when they actualize. All disbursements will be made on a reimbursement basis only. **Subgrantees also must submit the organization's operating budget for Fiscal Year 2020-2021.** Below, please list all the documents included in this application.

