

From: Response Report<report@formassembly.com>
Subject: Your form "2012 Manhattan Community Arts Fund (MCAF) Application" got a response
Date: June 30, 2011 10:51:34 AM EDT
To: mcاف@lmcc.net
Reply-To: XXXX@XXXXX.COM

Your form "2012 Manhattan Community Arts Fund (MCAF) Application" has received the following response: Submitted on: 06/30/2011 10:51:31 AM Completion time: 25 min. 27 sec.

(1/8)

Before You Get Started

- I have read and understand Manhattan Community Arts Fund guidelines

I have or a representative of my organization has attended an Information Session in the last three (3) years.

Yes

Please enter the year of the most recent Information Session you attended:

2011

Where was the Information Session held?

Lower Manhattan Cultural Council

Name of Information Session attendee:

XXXX

1. APPLICANT PROFILE

an individual artist with a fiscal sponsor

Applicant Legal Name: First Name: Last Name:

XXXX XXXX

AKA (If applicable):

E-mail Address:

XXXX@XXXXX.COM

Website:

www.lmcc.com

Phone:

XXX-XXX-XXXX

Alternate Phone:

Street Address:

XXXXXX

Address continued:

XXXXXX

City: State: Zip:

New York New York XXXXX

How do you define your ethnicity?

No single ethnicity

Applicant Electoral District Numbers:

Community Board #: NYC Council #: NYS Assembly #: NYS Senate #: US Congress #:

_ 1 1 1 1 1

Funding History

Have you ever applied to MCAF?

Yes

If so, in what year(s)?

2008-2010

Have you ever been awarded a grant from MCAF?

Yes

If so, in what year(s)?

2008-2010

Have you ever directly applied to DCA?

No

Fiscal Sponsor Profile

Fiscal Sponsor's Legal Name:

XXXX

Fiscal Sponsor Contact: First Name: Last Name:

XXXX XXXX

Title of Contact:

XXXX

E-mail Address:

XXXX@XXXX.ORG

Website:

www.lmcc.org

Phone #:

XXX-XXX-XXXX

Alternate Phone #:

Street Address

XXXXXX

Address continued

XXXXXX

City State Zip

new york New York XXXXX

Which ethnic group best describes your Fiscal Sponsor's staff?

No single ethnicity

Fiscal Sponsor Electoral District Numbers:

Community Board #: NYC Council #: NYS Assembly #: NYS Senate #: US Congress #:

_ 1 1 1 1 1

Fiscal Sponsor Financial Information

TAX ID Number (EIN):

XX-XXXXXXX

FY11 Total Operating Budget:

210,000

FY10 Total Operating Budget:

177,000

FY09 Total Operating Budget:

125,000

Staff Notes for GENERAL INFORMATION:

Before Moving On

(2/8)

2. PROJECT PROFILE

Project Title:

XXXXXX

Project Manager: First Name: Last Name:

XXXX

XXXX

Project Start Date (Public Component): Project End Date (Public Component):

2/9/2012

6/8/2012

Total Project Budget: Amount Requested:

14000

4500

Project Location/Venue

Project Location/Venue Name:

XXXX

Location/Venue Zip Code:

XXXXX

Neighborhood of the Project Location/Venue:

Fort George

- This venue is tentative

Venue Electoral District Numbers

Community Board #: NYC Council #: NYS Assembly #: NYS Senate #: US Congress #:

1

1

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If you have multiple locations/venues for your proposed project, list additional venues/locations/neighborhoods here. (50 words maximum)

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Project Summary

Neque porro quisquam est qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit

Project Discipline:

Visual art

Project Participants and Audiences

Number of artists participating in the project:	Number of seniors that will be served:	Number of youths that will be served:	Total audience number expected:
1	1	1	1

Which ethnic group best describes your project's audiences?

No single group

Staff Notes for PROJECT INFORMATION:

Before Moving On

- Show me how

Saving Your Work

(3/8)

3. PROJECT NARRATIVE

3(a) Describe the artistic goals and framework of your project as well as the activities that you will undertake, making sure to address in detail the project's public component. Highlight any elements of your project that you consider to be significant and unique. For curated projects, be sure to explain your process or criteria for inviting or selecting artists to participate. [350 words maximum]

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3(b) Describe your history or past experience producing this project, if any, and how you will evaluate its success. Please comment on any relevant experience, advisers or resources. If it's the first time you are carrying out the project, include pertinent past experience and history. [100 words maximum]

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(3c) Describe the audience and community you intend to engage through this project. [150 words maximum]

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turpis pharetra hendrerit pretium ipsum hendrerit. Nunc sit amet nisi in mi tristique ultricies. Phasellus suscipit placerat lectus, at lacinia.

(3d) How will you design, promote and advertise this project to ensure maximum participation and access by community residents and/or the general public? Describe any audience engagement and/or educational components. Be sure to include any applicable grassroots efforts or outreach partnerships. [250 words maximum]

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3(e) If you do not receive full funding for your project how do you intend to proceed? How would you alter the project? [100 words maximum]

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Bio 1 [250 words maximum]:

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Bio 2 [250 words maximum]:

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Bio 3 [250 words maximum]:

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Bio 4 [250 words maximum]:

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Bio 5 [250 words maximum]:

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Before Moving On

(4/8)

5. PROJECT TIMELINE

Task Description	Expected Start Date	Expected End Date
XXXXXX	November 2011	March 2012
XXXXXX	January 2012	February 2012
XXXXXX	March 2012	April 2012
XXXXXX	April 2012	June 2012
XXXXXX	May 2012	August 2012
XXXXXX	09/04/2012	09/25/2012

Before Moving On

Staff Notes for PROJECT TIMELINE:

(5/8)

5a. PROJECT BUDGET: EXPENSES (Cash Only)

Internal Personnel Services

	\$	Amount	Explanation
Administrative	\$	2000	\$XX @ XX hours

Artistic	\$	2000	\$XX @ XX hours
Technical	\$	1000	\$XX @ XX hours
Other	\$	500	\$XX @ XX hours

External Personnel Services

	\$	Amount	Explanation
Administrative	\$	1000	\$XX @ XX hours
Artistic	\$	2000	\$XX @ XX hours
Technical	\$	500	\$XX @ XX hours
Other	\$	500	\$XX @ XX hours

Other Expenses

	\$	Amount	Explanation
Materials	\$	500	XX @ \$XX
Marketing	\$	500	XX @ \$XX
Promotion	\$	500	XX @ \$XX
Permits / Fees	\$	500	XX @ \$XX
Transportation	\$	500	XX @ \$XX
Equipment	\$	500	XX @ \$XX
Space Rental	\$	500	XX @ \$XX
Supplies	\$	500	XX @ \$XX
Other Expenses	\$	500	XX @ \$XX

Total Project Expense: \$
14000

5b. PROJECT BUDGET: INCOME (Cash Only)

Sales & Earned Income

\$ Amount Explanation

Tickets/Subscription	\$ 500	XX @ \$XX
Tuition/Fees	\$ 500	XX @ \$XX
Other Earned Income	\$ 500	XX @ \$XX

Contributions

	\$ Amount	Explanation
Individuals	\$ 1000	XXXX: \$XX (Secured)
Corporations	\$ 1000	XXXX: \$XX (Pending)
Foundations	\$ 2000	XXXX: \$XX (Secured)
Government	\$ 2000	XXXX: \$XX (Pending)
The Fund Request	\$ 2000	Pending
Other Contributions	\$	

Total Project Income: \$
9500

GRANT REQUEST FORMULA

$$\begin{array}{r}
 \text{(Total Project Expense) \$} - \text{(Total Project Income) \$} = \text{Amount Requested \$} \\
 \hline
 \$ 14000 \qquad \qquad \qquad 9500 \qquad \qquad \qquad 4500
 \end{array}$$

IN-KIND CONTRIBUTIONS

	\$ Amount	Explanation
Donated Goods	\$ 1000	XXXXXX
Donated Services	\$ 1000	XXXXXX

Total In-Kind Contributions: \$
2000

Staff Notes for PROJECT BUDGET:

Before Moving On

(6/8)

6. WORK SAMPLES

Choose a media category of your samples:

Performing, media & other time-based forms

SUBMIT RECORDINGS

Sample 1

Work Sample Weblink:

<http://www.youtube.com/watch?v=yYcapyEwNA8>

Weblink Password (if applicable):

Artist Name:

XXXX XXXX

Title of Work:

XXXXXX

Year of Recording:

2009

Venue or Location (if applicable):

XXXX

Total Length of Sample:

XX:XX

Cue Point:

X:XX

Brief description that provides context for the panel (50 words maximum)

Sed tempus diam id urna pharetra at iaculis magna ornare. Phasellus at commodo magna. Quisque sem lorem, facilisis sed sollicitudin et, elementum sit amet dui. Nam at laoreet nisi.

Sample 2

Work Sample Weblink:

<http://www.youtube.com/watch?v=yYcapyEwNA8>

Weblink Password (if applicable):

Artist Name:

XXXX XXXX

Title of Work:

XXXXXX

Year of Recording:

2010

Venue or Location (if applicable)

XXXX

Total Length of Sample:

XX:XX

Cue Point:

X:XX

Brief description that provides context for the panel (50 words maximum)

In hac habitasse platea dictumst. Sed egestas, dui eu sollicitudin facilisis, dui orci placerat libero, nec tincidunt odio elit vitae felis. Suspendisse in nulla mi. Sed vitae ligula neque. Fusce nec tristique lectus. Pellentesque pretium pretium dolor a tempor.

Staff Notes for WORK SAMPLES:

Before Moving On

(7/8)

7. CERTIFICATION OF APPLICATION

Authorizing Certification

Applicant Representative Name/Title:

XXXX/XXXX

Birthdate:

MM/DD/YYYY

Mail or Deliver Individual or Organizational Documents

- I have read the above information about mailing or delivering required documents.

Staff Notes for CERTIFICATION OF APPLICATION:

(8/8)

Ready to Submit?

500 \$XX @ XX hours 1000