

American Rescue Plan Act Federal Funding
Subgrant Application
FY 2023-2024



Submit this report to your funding agency. It should not be submitted to the North Carolina Arts Council.

I. Organization Information

Name of Organization _____

Contact Person's Name _____

Contact Person's Title _____

Mailing Address _____ City _____

State: North Carolina Zip Code _____ County _____

Work Phone (____) _____ Fax Number (____) _____

E-mail Address _____

Website _____

Organization's EIN _____

Organization's UEI _____

Applicant Race _____

Please give a brief description of your organization, including mission, board and staff composition, current arts programs and services and number and kinds of people served. Public schools and other large governmental or community agencies should provide a description of their arts program only rather than the entire organization.

Organizational Finances:

Please attach complete income and expense statement (an audit may be substituted) for your last fiscal year and complete operating budgets for the current fiscal year and next fiscal year. Public schools and other large governmental or community agencies should attach arts program financial information only. Please copy the totals from these attachments in the spaces below.

Last Year Actual FY _____ Current Year FY _____ Next Year FY _____

Actual Income \$ _____ Income \$ _____ Projected Income \$ _____

Actual Expenses \$ _____ Expenses \$ _____ Projected Expenses \$ _____



II. Project Description

American Rescue Plan Act Federal Funding Subgrant Application Form FY 2023-2024

Grant Amount Requested: _____

Project Start Date: _____

Project End Date: _____

Project Narrative:

Please attach a narrative providing the information requested below for the project you propose. Please be concise and specific as possible:

1. Project title or summary description
2. For capacity-building, sustainability, or expanding relationships with diverse artists and arts organizations, please list intended goals/outcomes.
3. Description of intended participants/audience, including estimated numbers and racial and cultural composition
4. Location where project will take place
5. Description of project activities
6. Description of the artists, partners, or consultants to be involved in the project, how and why they were chosen and, if appropriate, the rate of payment for their services (If you have not yet selected the artists, describe the kinds of artists you intend to involve and how you will select them.)
7. Description of how the project will be publicized and promoted to reach intended participants
8. Description of how you will evaluate the project

American Rescue Plan Act Federal Funding
 Subgrant Application Form
 FY 2023-2024



Project Budget:

Please provide a projected budget for your proposed project utilizing the format below.

Project Expenses	Cash Expenses	=	Grant Amount Requested
A. Personnel			
1. Administrative Staff	_____		_____
2. Artistic Staff	_____		_____
3. Technical/Production Staff	_____		_____
B. Outside Fees and Services			
1. Artistic Contracts	_____		_____
2. Other Contracts	_____		_____

C. Space Rental			
	_____		_____
D. Travel			
	_____		_____
E. Marketing			
	_____		_____
F. Remaining Project Expenses			
	_____		_____
G. Total Cash Expenses			
	_____	=	_____

American Rescue Plan Act Federal Funding
Subgrant Application Form
FY 2023-2024



Certification

Name and Position of Authorizing Official _____

Signature of Authorizing Official _____ Date _____

Signature of Contact Person _____ Date _____

We understand that failure to respond to any of the above items may adversely affect the consideration of this application. We certify that we are committed to the completion of the proposed project in compliance with legal requirements and granting procedures. We certify that the information contained in this application, including attachments and supporting materials, is true and correct to the best of our knowledge.