

## FC3 GRANT APPLICATION ATTACHMENT WORKSHEET

### REQUIRED ATTACHMENTS:

- Cover page of your most recently completed Form 990 (annual budgets over \$50,000) or IRS Form 990EZ, 990 postcard filing, or a Profit and Loss Statement from your previous fiscal year (annual budgets under \$50,000)
- Organization IRS determination letter
- Two most recent bank statement or proof of available match. Please be sure these documents/statements are in the name of your organization, not those of a personal account. Also, please be sure to black out any account numbers, etc.
- Current Florida Division of Corporations Annual Report (Sunbiz.org)
- Current Florida Department of Agriculture and Consumer Services Solicitation of Contributions registration.
- A narrative statement including, but not limited to: organization description; project description; project history; schedule; ticket or admission pricing; plans for free admissions for underserved groups, if any; educational components, if any; project's value to Flagler's arts, cultural and history community, and expected earned income, if any.
- Detailed Project/Program Marketing Plan
- A minimum of two letters of support. Letters should be specific to this project and organization
- Economic impact statement, created using the Americans for the Arts Economic Impact calculator (<https://aep6.americansforthearts.org/calculator>) if possible.

### SUGGESTED ATTACHMENTS:

- Marketing materials from proposed or previous events
- Photographs or videos of previous related events
- Other support materials