



Sandler Center Foundation Grant Request

On a limited basis, the Sandler Center Foundation will consider requests to financially support other organizations' programs. All requests must help the Sandler Center Foundation's goal to support the success of the Sandler Center for the Performing Arts.

The Sandler Center Foundation has a mission to educate, inspire, enrich and build our community, strengthen local arts organizations, and instill an appreciation of the arts in future generations through the underwriting of world-class performances at the Sandler Center.

Additionally, though an organization does not need to be located within the Hampton Roads, all applicants must demonstrate a commitment to promoting the cultural arts within the region.

Tips for Saving Your Application

- We highly recommend that you download and save the pdf application from the website, but utilize a Word document to draft your grant application responses. Once you are ready, transfer the responses from your Word document to the saved pdf application.
If you have a Mac or have Adobe Acrobat Pro on your PC, you should be able to directly fill out the form and save any changes on the pdf application you downloaded to your computer.
If you do not have a Mac or Adobe Acrobat Pro on your PC and are ready to save your work after transferring responses from the Word document, go to "Print" and then "Print to PDF" and save the completed application.

All completed applications and supporting documents must then be sent to grants@sandlercenter.org All requests are due no later than April 1, 2019.

PROPOSAL NARRATIVE AND PROGRAM INFORMATION

Organization Information:

Organization Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Executive Director: \_\_\_\_\_

Current Board President: \_\_\_\_\_

Website: \_\_\_\_\_

Is your organization a 501(c)(3) organization? [ ] YES [ ] NO

Federal ID #: \_\_\_\_\_

Organization's Mission: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What percentage of your Board of Directors have given to your organization this fiscal year?

\_\_\_\_\_

In order to help us understand the financial health of your organization, please provide the percentage breakdown of your primary sources of income:

Corporate Giving:	_____	Public Support:	_____
Foundations:	_____	Other:	_____
Individual Donors:	_____		

Do you have an endowment?  YES  NO

If your funding request is not granted, are there other funding sources that will allow this program to continue/take place?

**Program Information:**  YES  NO

Name of Program for which funding is requested: \_\_\_\_\_

Please describe the program and who it serves (including population and geographic communities):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the desired outcomes of your existing or proposed program:

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How will the desired outcomes be evaluated and measured?

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Amount Requested: \_\_\_\_\_ Funding Deadline: \_\_\_\_\_

Date of Program: \_\_\_\_\_

Total Program Budget: \_\_\_\_\_

Have you previously applied to the Sandler Center Foundation?      YES          NO   

Is there an opportunity for in-kind recognition of the Sandler Center Foundation?

YES                          NO

If so, please describe (playbill, event announcements, website, newsletter, etc.):

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**REQUIRED ATTACHMENTS**

Please include a copy of the following with this application:

- Program/Project Budget
- Organization Budget
- Most recent IRS 501(c)(3) ruling
- Board of Directors list
- Most recent audited financial statement. If an audited financial statement is not available, include one copy of the organization’s most recent Board-approved financial report.
- Strategic Plan (if available)

**AGREEMENT**

*I certify, to the best of my knowledge, that all information included in this application is correct. If awarded funding, it will be used solely for the identified purpose described above. We will maintain financial records to account for the use of grant funds and comply with any requests for information about the funded program and/or the use of funds.*

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Signature of Executive Director

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Date

**Please be sure that your application is complete, and that you have included all required attachments.**