

2018 Statement of Interest

\* 1. Applicant Information

**Name:**

**Company:**

**Address 1:**

**Address 2:**

**City/Town:**

**State/Province:**

**ZIP/Postal Code:**

**Email Address:**

**Phone Number:**

2. Organization Information (where applicable)

**Website:**

**Twitter:**

**Facebook:**

**LinkedIn:**

\* 3. Legal Information

**Fiscal year end (d/m/y)**

**Date of incorporation: (d/m/y)**

**Charitable registration # (if applicable)**

\* 4. Please confirm that you meet the following criteria:

- The organization is able to provide documentation of not-for-profit status (i.e. constitution, by-laws, meeting minutes, etc.).
- The Organization has an active Board of Directors or Executive Committee
- The Organization, membership in it and attendance of its activities is open to the public
- The Organization makes a significant contribution to the artistic and cultural life of the Oakville community (a majority of members and/or participants who are Oakville residents, or, alternatively, has a majority of programs that take place within the Town of Oakville).
- The Organization demonstrates financial responsibility necessary for managing public funds
- The Organization demonstrates fiscal sustainability (seeks diverse revenue streams)
- The Organization understands that we can request operating grants that represent 30% of our budget, up to a maximum of \$10,000.
- The Organization is an organizational member of the Oakville Arts Council.

\* 5. Total 2018 grant amount requested (\$)

\* 6. Sustainability: What fiscal year are you apply for? i.e. July 1, 2017 - June 30, 2018

\* 7. Community Engagement: Organizational Profile

# of Full-time Employees

# of Part-time Employees

# of members (for organizations that have paid membership programs)

% of members residing in Oakville (for applicable organizations)

# of students (for organizations holding classes / workshops)

# of Board Members / Executive

# of volunteers

Total hours volunteered

\* 8. Artistic Development/Merit: What is the purpose of your Organization? (Who your Organization is and why you are important to the community)

\* 9. Artistic Development/Merit: What are the goals of your funding request? (Please select the most applicable goals, 2 or 3 maximum) Be specific in how you will use the grant funds.

To support organizational sustainability

To support volunteer recruitment, training and development

To build audience reach (i.e. ticket buyers, consumers of art)

To engage new participants (i.e. members, volunteers)

To celebrate multiculturalism and educate the public on diverse art forms

To develop artistic programming

To foster intellectual, social, physical, and emotional growth and well-being

To provide accessibility and opportunities to all income levels to increase the quality of life for all residents

To create job growth in the cultural sector

To help leverage further funding from other sources (i.e. grants, sponsors, donors, etc.)

Other

10. How does your organization reach out to the community to share your activities and art form? (Check all that apply)

- We have a website
- We use social media (i.e. Facebook, Twitter, LinkedIn, etc.)
- We input our arts activity in Oakville Arts Council on-line calendar
- We use Oakville Arts Council brochure rack program
- We keep our contact information current on Oakville Arts Council member directory
- We create and distribute marketing materials (i.e. posters, brochures, postcards, etc.)
- We build solid relationships with our local media (i.e. press releases, etc.)
- We have a budget for advertising
- We invite Mayor and Council, MPP and MP to events
- We are a Town of Oakville CORE member
- We utilize Town of Oakville facilities (i.e. Oakville Museum, Oakville Centre for the Performing Arts, Coronation Park, QEPCCC, Town Hall, etc.)
- We participate in Culture Days
- We partner with other groups and our greater community
- We participate on committees at Queen Elizabeth Park Community and Cultural Centre

Other (please specify)

**\* 11. Financial Assessment: Revenue (last fiscal year completed) Cash only**

Grants – Town of Oakville (request)

Ontario Trillium Foundation

Ontario Arts Council

Oakville Community Foundation

Other Grants

Endowments

Sponsorship / Donations

Membership fees

Ticket Sales / Subscriptions

Other sales/fundraising (i.e. CD's, T-shirts, etc.)

**\* 12. Financial Assessment: Expense (last fiscal year completed) Cash only**

Administration (i.e. printing, postage, insurance, etc.)

Rent

Salaries / Fees / Honorariums

Production / Exhibits / Events

Services

Classes & Instruction

Communications & Marketing

Other

13. Please provide a brief explanation of any profit or loss exceeding \$1,000

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14. Please provide a brief explanation of any in-kind support received and the fair market value of the in-kind support.

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15. We have provided the following information to the Oakville Arts Council c/o Bernadette Ward:

- Emailed current Board/Executive List with names, positions and tenures to bward@oakville.ca
- Emailed 2017/2018 Operating Budget (Revenue and Expense) to bward@oakville.ca
- Emailed Financial Statements including balance sheet and profit/loss statement to bward@oakville.ca

**\* 16. Terms and Conditions**

- We have read the eligibility criteria and understand that should our Statement of Interest be approved, we will be asked to fill in an application
- We consent to release: Pursuant to the Municipal Freedom of Information and Protection of Privacy Act, information on this form may be released on request
- On behalf of, and with the authority of the above-mentioned organization, we certify that we have read and understand the terms and conditions of the Town of Oakville Cultural Grants. Further, we certify that the information given is true, correct and complete in every aspect. By typing our names and email addresses in the box below, we authorize this Statement of Interest on behalf of our organization.

**\* 17. Application Approval**

The organization has approved the Statement of Interest at its meeting on:

DD      MM      YYYY  
[ ] / [ ] / [ ]

**18. Authorizing Information**

Name	[ ]
Email	[ ]
Name	[ ]
Email	[ ]