

## Great Performance Fund for Theater Grant Application – Due August 16, 2021

Applications are due via email by 4:30 p.m. on August 16, 2021. Email this form to [grants@madisongives.org](mailto:grants@madisongives.org). **Please list the organization name in the subject line.** If additional information is needed, we will notify you by September 1. Decisions will be made by September 20. Please submit a three-page document containing the following information:

### Page One: Cover Page

1. Organization Name
  2. Grant Contact Name, Title & Email
  3. Executive Director Name & Email
  4. Organization Address & Phone
  5. Organization EIN#
  6. Organization Mission – 1,000 character limit (includes spaces)
  7. Project Name
  8. Project Start & End Date
  9. Project Budget total
  10. Total funds raised to date
  11. Amount requested from MCF
  12. Eligible applicants must be a not-for-profit, tax-exempt 501(c)(3) status professional theatre. Applicant organizations must also meet three of the following four requirements to apply. Please check the boxes that best indicate your eligibility:
    - Have an equity contract
    - Have offered a minimum of three self-produced productions per year for two consecutive years\*
    - Pay a contracted fee and/or salary to two or more actors for each production
    - Pay a contracted fee and/or salary to at least one member of support staff
- \*Prior to 2020-2021 Season, as Overture is closed due to COVID-19 pandemic*

### Page Two: Project Description

- Project Summary:** Describe the project. Explain your artistic choices (aesthetic, text, design, casting, directing, etc.). Highlight the motivations behind these choices and how they will contribute to the realization of the project.
- Audience Served:** Indicate the type(s) of audience you wish to reach and outline your audience development strategy.

### Page Three: Budget

Please use the attached budget format.

### Fund for Theater Sample Budget Format

	<u>Total Amount</u>	<u>Fund for Theater</u>	<u>Other Sources</u>
Salary and Benefits:			
Stage Manager			
\$ hr x hrs/wk x # wks or	\$0.00	\$0.00	\$0.00
(total salary/benefits) x (% time spent on project)			
Office Supplies	\$0.00	\$0.00	\$0.00
Photocopies	\$0.00	\$0.00	\$0.00
Postage/Shipping	\$0.00	\$0.00	\$0.00
Equipment Rental			
Costumes			
Materials	\$0.00	\$0.00	\$0.00
Other Project/Program Expenses (list)	\$0.00	\$0.00	\$0.00
Miscellaneous (provide detail)	\$0.00	\$0.00	\$0.00
<b>TOTAL PROJECT EXPENSES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<u>Funding Sources</u>	<u>Secured</u>	<u>Anticipated</u>
MCF Theater Fund		\$0.00
XYZ Corporation	\$0.00	
ABC Foundation	\$0.00	
Major Donors		\$0.00
In-kind Contributions	\$0.00	
Program Revenues		\$0.00
<b>TOTAL PROJECT FUNDING **</b>	<b>\$0.00</b>	<b>\$0.00</b>

\*\* Total Project Funding must equal or exceed Total Project Expenses.