



August 14, 2009

Dear Grant Applicants:

Tooele City Arts Council is very excited to announce that the arts re-granting process is now open. Grant money applied for will be for the 2010 calendar year. Anyone seeking funds must apply by November 6, 2009 by 5:00 p.m.

Those organizations seeking funds are asked to meet the minimum qualifications. Minimum qualifications include:

- Organization must be nonprofit. (Organizations must provide a copy of the front page of their Articles of Incorporation with application.)
- All activities must be within Tooele City limits.
- Organization and programs must further the mission of the Tooele City Arts Council. (Mission: To actively promote, advance, and preserve the arts in Tooele City.)

Interested applicants should complete an application, provide a description of the proposed project, and a budget outline. **Please submit ten copies of all documents requested by Friday, November 6, 2009 by 5:00 p.m. to:**

Tooele City Hall  
Attention: Terra Sherwood  
90 North Main Street  
Tooele, Utah 84074

The Tooele City Arts Council Board will review all applications. Final recommendations will be made at the discretion of the Tooele City Arts Council Board. The Tooele City Council will use these recommendations to grant funding.

Organizations that received funding in 2009 must submit a detailed budget (including receipts, bank statements, and/or canceled checks) and a complete narrative (including when and where events were held, and how many people attended) for January 1– September 30, 2009.

Board Members:

Renee Milne  
Carol LaForge  
Terra Sherwood  
Steve Pruden  
John Hansen  
Terry Stowe  
Chris Wilcox  
Michelle Pitt  
Marti Hawker

All organizations that receive funding will be asked to submit an end of year report. The report will need to include a full budget report (including receipts, bank statements, and/or canceled checks) as well as a complete narrative (including when and where events were held, and how many people attended) of how the money was used.

If you have any questions please contact Terra Sherwood at 843-2142 or at [terras@tooelecity.org](mailto:terras@tooelecity.org).

90 North Main Street  
Tooele, Utah 84074

Sincerely,

Phone: (435)843-2142  
Fax: (435)843-2149

*Tooele City Arts Council Board*



Mission:  
To actively promote, advance, and  
preserve the arts in Tooele City.

**Board:** Renee Milne  
Carol LaForge  
Terra Sherwood  
Steve Pruden  
John Hansen  
Terry Stowe  
Chris Wilcox  
Michelle Pitt  
Marti Hawker

**Tooele City Arts Council**  
90 North Main Street  
Tooele, Utah 84074  
(435)843-2142

**Request for Project Funding—Application Form**  
**FUNDS ARE FOR PROJECTS FROM JANUARY 1—DECEMBER 31, 2010**

All organizations seeking funding must complete and return this form and supporting documentation. **All forms and documentation must be received by the Tooele City Arts Council, by 5:00 p.m. on Friday, November 6, 2009** in order to be given consideration.

**ALL ITEMS ON THIS FORM MUST BE COMPLETED**

Name of organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

Name and title of contact person: \_\_\_\_\_

Please provide a brief summary of the arts project you wish to have funded: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Amount requested for 2010: \_\_\_\_\_

How will these funds be used: \_\_\_\_\_

\_\_\_\_\_

Where will your event(s)/activities be held: \_\_\_\_\_

Has your organization sought Tooele City or Tooele City Arts Council funding in the past? \_\_\_\_\_

If yes, please indicate the years and amounts received: \_\_\_\_\_

\_\_\_\_\_

If granted, how would these funds help further the mission statement of the Tooele City Arts Council?

\_\_\_\_\_

\_\_\_\_\_

**PLEASE ATTACH A DESCRIPTION OF THE PROPOSED PROJECT, THE FRONT PAGE OF YOUR ORGANIZATIONS ARTICLES OF INCORPORATION, A PROPOSED BUDGET OUTLINE, AND FOR THOSE WHO RECEIVED 2009 FUNDING A COMPLETE REPORT OF FUNDING SPENT FROM JANUARY 1 —SEPTEMBER, 30 2009**

Return ten copies of application and accompanied documents by mail to:  
Tooele City Arts Council, 90 North Main Street, Tooele, Utah 84074