

Grant Application Package

BACKGROUND

In 2002, the TIFD Board voted to provide monetary grants for activities to be undertaken by affiliated dance groups of Texas International Folk Dancers (TIFD) and its members in Texas and surrounding states that advance the long-range educational aims of TIFD. Specifically, TIFD is interested in supporting activities that 1) promote folk dance and music in the community as participatory activities, 2) promote the teaching of folk dance, music, arts, and crafts native to a variety of countries, 3) preserve the history of folk dance and music, and 4) promote leadership in the field of folk dance and music through teaching and workshop scholarships.

Applications for grants may be sent to TIFD at any time. Applicants will need to complete the Grant Application and return it by regular mail to TIFD, 344 Quarry Lane, Liberty Hill, Tx 78642 or by e-mail to: financial-assistance@tifd.org.

Questions regarding the application or grant process should be mailed to the regular mail address or e-mailed to the email address. If a timely response is needed, e-mail is recommended. Phone call applications or questions are not appropriate, as responses regarding TIFD's financial activities need to be in writing. Evaluation of an application is based upon the application's completeness and clarity and upon how well the proposed activity advances the overall goals of TIFD. Application review and notification of the applicant are anticipated to take no more than three weeks.

In all cases, TIFD support of a grant application will be contingent upon the condition of the TIFD Permanent Fund at the time the grant would be awarded. Also, if an application is not submitted well in advance (i.e., 30-90 days prior to the proposed activity and at least 30 days prior to a TIFD Board meeting usually held in February, May, August and November), TIFD support may not be possible or the application will have a reduced chance of receiving TIFD approval. Examples of ineligible and eligible activities are as follows:

Ineligible activities – examples

- ❖ Organizational operating expenses
- ❖ Scholarships to Texas Camp
- ❖ Capital (tangible assets) expenditures

Eligible activities – examples

- ❖ One-time event to develop or rebuild a local dance group
- ❖ Cooperative ventures with other dance organizations
- ❖ Special classes or events focusing on young people and new dancers
- ❖ Outreach activities (dance, singing or live music workshop, exhibition or booth)
- ❖ Guest artist (dance, singing or live music) at local dance group
- ❖ Publicizing of local dance group event in other publications
- ❖ Participation in TIFD Forum or other dance organizations' meetings
- ❖ Individual's expenses to obtain dance material, song material, singing training or live music training not readily available to most TIFD members, particularly out-of-state courses, workshops and camps

As a condition of receiving a grant, the recipient shall provide TIFD with a written final report about the activity, as well as a written financial report, no later than six weeks after the completion of the activity. If promotional material is created for the activity, credit for supporting the activity needs to be given to TIFD in the material and a copy of the material shall be included with the written reports described above.

GRANT APPLICATION TO TIFD

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Daytime Phone: _____ Evening Phone: _____ Cell Phone: _____

Amount of Request: \$ _____ Funds needed by (date): _____

(for organizations only)

Legal Name of Organization: _____

Is the organization registered as a 501(c)3 organization with the Federal Internal Revenue Service? Yes No

Is the organization a TIFD group affiliate? Yes No

Number of organization members on organization board: _____ Number of organization members: _____

Annual organization budget \$ _____ Fiscal Year End (date) _____

Describe the proposed activity, including dates and location.

Discuss the purpose, goals and objectives of the activity.

List the activity's target audience, including age, gender, ethnicity, geographic areas and other relevant criteria.

How does this activity advance or benefit the goals of TIFD?

Why is TIFD support needed for this activity?

Has your group (or you, if an individual) ever received grants for other folk-dance related activities from TIFD or other sources in the past? Yes ___ No ___ If "yes", please describe.

Who will be managing this activity and what are their roles, responsibilities and folk dance backgrounds?

Please list other sources of funding, such as individuals, companies and/or foundations. List names and dollar amounts and indicate with a 'C' or 'P' whether that funding is committed or pending.

Do you have additional comments regarding your activity?

Please provide the following attachments:

- IRS letter confirming 501(c)3 non-profit tax-exempt status (organizations only) (if applicable)
- Year-to-date organization financial statement for current fiscal year (organizations only)
- Proposed budget for activity

Form Completed By: _____ Date: _____

Name of Contact Person