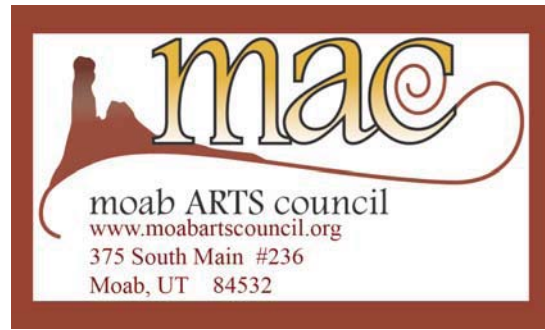


**MAC Community Arts Grant  
Application Guidelines  
Issued 9/2011**



The MAC is increasingly asked to submit more concise project descriptions and more detailed budgets for grants we are seeking. It is a practice that is required by the NEA, the Utah Arts Council and many other arts funding agencies and organizations. While the practice does take more time it does provide funding sources with the accountability they need to continue funding. In the spirit of increasing the professional capacity of the MAC and the arts community it serves, we now LOVINGLY REQUIRE that you pay attention to the following guidelines.

Item #7- How will these funds be used? Specifically, what are these funds targeted towards? Artist fees, materials, space rent, advertising, a combination?  
We just need to know in general.

Item #9- If granted, how would these funds help meet specific community needs or provide **unique** benefits to City of Moab residents?  
Is there a gap in after school activities you are funding? Tell us.  
Is there an art form not normally presented that you are presenting? Tell us.

**Attach a description of the proposed project and a budget outline:**

This description should expand on the information in line 5, and should answer the questions –

- what is the project?
- what is its timeline?
- who is doing what, where, when and for whom?
- what partners/artists/community agencies are involved?

**The budget outline should reflect ALL of your project and should have BALANCED Income and Expense columns. Expenses SHOULD equal Income!**  
**If you have a question call MAC boardmember Theresa King 435-259-2742**

**Income** includes grants, fees charged, cash donations and in-kind. In-kind donations can be of time, material or services and should include a dollar value. Volunteer time must be calculated at \$6/hour (state of Utah norm). If you receive funds from sources other than the MAC please highlight. While not required we like to fund projects with more than one source of funding.

**Expenses** include artist fees, materials, services, marketing, rent, etc.

The following is a guide for the budget we **require**....

**Expenses**

Artist fees....  
Materials....  
Marketing/Adv....  
Space....  
Perdiem and Mileage....  
Other....  
Total.....

**Income**

MAC grant....  
Other grants....  
Donations....  
In-kind (list)....  
Other....  
Total.....

NOTE: We should receive your 2011 Project Report before we can consider your funding for 2012. This was stated on your funding award letter issued in January 2011.