

APPLICATION FOR CCACS SPECIAL PROGRAMS: CREATE/SPACE ARTS + CULTURE INITIATIVE

Before you begin, please read the **CCACS Grant Information and Guidelines** and refer to this document as you complete the application.

INTAKE APPLYING FOR: _____

SPRING: *May 15 deadline for activities taking place between July 1 – June 30*

FALL: *Nov 15 deadline for activities taking place between Jan 1 – Dec 31*

[The latest version of Adobe Acrobat is required to complete/save this](#)

AMOUNT APPLYING FOR: \$ _____

Between \$500 and \$3,000

SECTION 1: APPLICANT INFORMATION

Name of Lead Group or Organization: _____

Name of Lead Artist or Organizer: _____

Mailing Address:

Street: _____

City: _____ Postal Code: _____

Telephone: _____ Email: _____

Website: _____ Facebook: _____

Grant Contact Person (the person who will have direct communication with CCACS throughout the grant activities)

Name: _____ Title within Organization _____

Telephone: _____ Email: _____

When was the organization(s) established? _____

Please list your collaborating organizations and/or artists:

Has the Society or Community Group received a previous CCACS grant? Yes No

If yes, complete the following:

Most recent CCACS Grant Amount: _____ Year of Award: _____

Note: If a report on the use of the previous grant was not submitted, your organization is not eligible for a new grant.

SECTION 2: APPLICATION QUESTIONS AND RATIONALE

Program/Project Title: _____

At what specific location will the activities take place:

Central Cariboo Arts Centre – Williams Lake

By what date will your program or activities start: _____

By what date will the activities be completed: _____

(Your project report will be due within two months of this date)

How many hours will your program be expected to use at the Arts Centre in total: _____

How many people are expected to participate in the program: _____

Approximately what percentage of the program's participants/attendees will be from the City and from the Central Cariboo region?

City %: _____ Central Cariboo %: _____

WORKSHOP OVERVIEW & OBJECTIVES: Provide a detailed description of your proposed workshop event. What are its goals, and how will it contribute to arts and culture engagement in the community? What specific activities will take place during the workshop / what format will it take? Have you hosted similar workshops or events before? Do you plan to offer this as a series or a single event?

COMMUNITY ENGAGEMENT & ACCESSIBILITY: Who is your target audience, and how will you ensure the event is inclusive and accessible to a diverse range of participants?

SECTION 2: APPLICATION QUESTIONS AND RATIONALE

COLLABORATION & PARTICIPATION: Will your workshop involve collaboration with other artists, organizations, or community groups? If so, how will these partnerships enhance the experience?

IMPACT & BENEFITS: How will this event enrich cultural experiences for participants and the broader community? What lasting benefits do you hope to achieve?

OUTREACH & PROMOTION: How do you plan to promote the workshop to ensure strong community participation? What methods will you use to reach your target audience?

SECTION 4: DECLARATION

On behalf of and with the authority of the organization named above, in signing this application:

- I have read and agree to all the conditions outlined in the **CCACS Grants Information & Guidelines**.
- To the best of my knowledge, the information provided herein is fair, accurate, and complete.
- If the proposed activity/project involves Indigenous culture or knowledge, where appropriate, I have included written permission from the relevant Band or Indigenous community.
- I agree that information provided in this application and any subsequent reporting may be shared with the appropriate committee(s), board(s), Cariboo Regional District and/or City of Williams Lake staff, and consultants. General information about awarded grants and reporting, including photos/media, may also be shared with the public and/or used for promotional purposes.
- If a grant is awarded, I accept responsibility for ensuring that the activities for which funding is received are completed in the manner described in the application. I realize that grants may only be used for the purposes outlined in the application, and any changes must be approved in advance by the CCACS Board of Directors.
- If a grant is awarded, I undertake to adhere to all **Conditions of Funding**, including publicly acknowledging the Cariboo Regional District and City of Williams Lake via the Central Cariboo Arts and Culture Society, and providing CCACS with a report on the use of the grant within two months of activities/project completion.
- I have included **letters of participation** for all parties involved in the proposed activities, project, or offering with the application, should they be required as a part of your submission.

Name (organization
signing authority) *:

**Typing your name above is equivalent to a signed declaration. Your application NEEDS a signature in order to be considered by the Committee.*

Position / Title:

Telephone / E-mail: