

S U F F O L K C O U N T Y
OFFICE OF FILM AND CULTURAL AFFAIRS

Legal Name of Organization:

Department of Economic Development & Planning
H. Lee Dennison Building
100 Veterans Memorial Highway, 11th Floor
Hauppauge, New York 11788
(631) 853.4800
suffolkcountyartsandfilm.com

EMERGING FILM FESTIVAL GRANT APPLICATION 2018



STEVE BELLONE, COUNTY EXECUTIVE



THERESA WARD, DEPUTY COUNTY EXECUTIVE,
COMMISSIONER ECONOMIC DEVELOPMENT & PLANNING

APPLICANT INFORMATION

Legal Name of Organization: _____ Address 1: _____

Organization dba.: _____ Address 2: _____

FEIN: _____

Year Founded: _____ Total Operating Budget: _____ City: _____ State: _____ Zip Code: _____

Authorized Signatory: _____ How Many Full-time Employees: _____

Title: _____ How Many Part-time Employees: _____

Email: _____ How Many Volunteers: _____

Daytime Phone: _____ Total Annual Attendance: _____

PROJECT INFORMATION

Project Contact Person: _____

Daytime Phone: _____

Email: _____

Project Time Period: _____

Total Project Cost: _____

of people served by project: _____

Select Project Discipline: *check as many that apply*

<input type="checkbox"/> Architecture & Design	<input type="checkbox"/> Literature
<input type="checkbox"/> Arts Education	<input type="checkbox"/> Music
<input type="checkbox"/> Dance	<input type="checkbox"/> Musical Theatre
<input type="checkbox"/> Electronic Media & Film	<input type="checkbox"/> Presenting & Multidisciplinary
<input type="checkbox"/> Folk & Traditional Arts	<input type="checkbox"/> Theater
Other _____	<input type="checkbox"/> Visual Arts

Of artists hired by this project: _____
(** note: individual artists NOT artist groups)

PROJECT TITLE

ORGANIZATION MISSION STATEMENT

A Mission provides an overview of the group's plan to realize their vision. This statement should not be more than three sentences.

600 Character Max

PROJECT OVERVIEW (Points Possible: 25)

A project that embodies the highest level of artistry and artistic vibrancy. A project that fosters cultural participation in order to build strong communities. Describe your event? Describe how your event helps to build or enhance the community in its geographic region. Discuss any previous experience you or your organization may have had with similar projects.

2500 Character Max

PROJECT ARTIST, ADMINISTRATIVE & TECHNICAL PERSONNEL (Points Possible: 20)

A project that fosters proactive engagement of essential artistic and technical personnel. Please provide the following information:

- Names of essential artistic and technical personnel
- Resident of Suffolk County?
- An abbreviated bio for each person listed
- Additional relevant information for each person listed, i.e.: web page address, IMDB link, etc.

Note: Question has a total 6,500 characters, broken down into 2,000 for page 1 and 4,500 for page 2.

Example:

Name: Mardou Fox

Role with Project and Why?: Fine and Multimedia Artist. Design of large installation multimedia pieces for audience engagement at community event. **Suffolk County Resident**

Bio: Born in Bay Shore, New York in 1970. Fox works predominantly in the medium of painting, but includes video in her large scale installations. Fox completed an MFA with distinction at New York University. She has had solo shows in New York City at Jonathan Levine Gallery, San Francisco at Shooting Gallery and Huntington, New York at Ripe Art Gallery. mardoufoxart.com

2,000 Character Page (next page has an additional 4,500 characters available for this question.)

PROJECT ARTIST, ADMINISTRATIVE & TECHNICAL PERSONNEL *CONTINUED*

4,500 Character Max

OUTREACH & MARKETING PLAN (Total Points Possible: 5)

Describe the marketing and promotional plan. A good marketing plan can help you reach your target audience, boost your supporter base and increase your project's participation rate. Tell us about your target audience. A marketing plan helps you set clear, realistic and measurable objectives for your project.

2,000 Character Max

PROJECT COLLABORATORS (Points Possible: 5)

Please describe your collaborators and/or partners, if any. Collaboration can provide great depth to enlist partners in the development and presentation for a community arts project. Please note that although collaborative partners may be an asset, it is not necessary for a successful art project. This does not include paid staff or independent contractors.
5,000 Character Max

PROJECT COMMUNITY (Total Points Possible: 10)

A project that promotes affordable and accessible arts and cultural experiences for the community. All projects must be open to the public. Describe the audience and the community for which the project will take place. A project that celebrates the diversity of Suffolk County by promoting the presentation of underrepresented artists and arts reflecting ethnic traditions as well as attracting underrepresented communities. Community Support and interest can be demonstrated by your ability to define the audience and clearly articulate how they benefit from the proposed project, this can include audience demographics, collaboration, the production, and so on.

800 Character Max

ACCESSIBILITY (Points Possible: 5)

Is this project accessible to all, e.g., physical space, large print programs, sign language interpreters, etc.
900 Character Max

CULTURAL TOURISM (Points Possible: 10)

A project that bolsters the visitor base of Suffolk County's downtown centers by promoting a positive downtown image and increasing the visibility of local arts and culture through engaging cultural events and innovative public art projects. Describe how this project supports the mission to revitalize Suffolk County's downtown centers?

NEW: Is this project offered during off-season, season, or both? *(check one box)* Off-Season Season Both Off-Season and Season
2,000 Character Max

PROJECT BUDGET (Points Possible: 20)

The Project Budget is a financial explanation of how your organization proposes to fund the program, as well as explain potential and realistic fundraising sources and revenue streams. The proposed project budget must show how Suffolk County funds will be leveraged by additional sources.

INCOME

	Explanation	Budget	
Admissions / Box Office	_____	\$ _____	
Tuition, Workshop Fees, etc.	_____	\$ _____	
Sales, Concessions, etc.	_____	\$ _____	
Other (please describe)	_____	\$ _____	
Contributed Income	Explanation	Budget	
Individual	_____	\$ _____	
Corporate Contributions	_____	\$ _____	
Government Grants	_____	\$ _____	
Fundraising Events	_____	\$ _____	
Other (please describe)	_____	\$ _____	
Other (please describe)	_____	\$ _____	

EXPENSES

PERSONNEL	Explanation	Budget	SCOCA Request
Administrative	_____	\$ _____	_____
Artistic	_____	\$ _____	_____
Technical	_____	\$ _____	_____
Other	_____	\$ _____	_____
OTHER SERVICES	Explanation	Budget	SCOCA Request
Space Rental	_____	\$ _____	_____
Equipment Rental	_____	\$ _____	_____
Travel & Transportation	_____	\$ _____	_____
Advertising & Promotion	_____	\$ _____	_____
Printing & Copying	_____	\$ _____	_____
Postage	_____	\$ _____	_____
Supplies & Materials	_____	\$ _____	_____
Insurance	_____	\$ _____	_____
Remaining Operating Expenses	_____	\$ _____	_____

REVENUE TOTAL: \$ _____

EXPENSES TOTAL: \$ _____

TOTAL SCOCA REQUEST

(Revenue minus expenses): \$ _____

% FUNDED BY SCOCA: _____

PROJECTED ORGANIZATION UNEARNED/CONTRIBUTED INCOME FOR 2018

This is a required Suffolk County question. Complete this information for the entire organization, not only the project for which you are applying for.

Source	Amount	Project
SCOCA 2018 REQUEST (refer to page 9)		

Total \$ Projected: _____

PROJECT VENUE INFORMATION

Indicate the time of day for the event, the event name and the name of the venue and its complete address. If you require additional space, please add a page to the submission package.

DATE	TIME	EVENT NAME	VENUE & LOCATION
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