



Endearing The Arts For Future Generations

FOSAA COMMUNITY ARTS SUPPORT INITIATIVE

PURPOSE OF THE PROGRAM

As part of its Mission Statement, FOSAA is proud to offer support to organizations and individuals that make the Arts and the Amp more accessible to residents, targeted groups and the St. Johns County community at large.

Examples of a request could include:

1. Support to bring students, groups or members of the community to the Amphitheater for a specific arts presentation
2. Support in the development and/or enhancement of performing arts programs that utilize the Amphitheater for its venue
3. Support with expenses, manpower, media and/or in-kind services required to stage an event at the Amphitheater

SUBMITTING A SUCCESSFUL REQUEST

Applicants should review FOSAA's Mission Statement as well as other information found at www.fosaa.org to ensure the request is aligned with our organization's purpose.

If an activity is planned to take place at the Amphitheater or any venue where usage expenses will be incurred and requested, the applicant must contact the venue to obtain current costs and include such costs in the application budget.

Applications must be submitted electronically to secretary@fosaa.org no less than sixty (60) days prior to the anticipated start date of the project or event. Applicants should be diligent in ensuring the application is complete.

Once submitted, notification of the decision will be relayed within 14 days following FOSAA's next scheduled Board meeting. ***If support is awarded (FOSAA) must be recognized for its sponsorship in all related public media and printed material.***

APPLICATION

For assistance contact Dee Esser, Development Director, at esserdenise@yahoo.com. Be sure to include **FOSAA Support Assistance** in the subject line.

Name of Organization, Artist or School:

Address:

Mailing address for correspondence if different from above:

Phone number:

Email:

Has this organization received previous support from FOSAA? Yes____ No_____

If YES, when and for what initiative(s)

Project Name or Purpose:

Reason for requesting support and type(s) requested (**see #3 above under Purpose of Program**)

If requesting financial support, include any additional sources that may be supporting this project

Amount requested:

(The attached budget estimate must be completed)

NARRATIVE

The following must be provided in narrative form as a separate document and, where appropriate, show relatable alignment with FOSAA's Mission Statement.

- Background of organization or individual artist(s) requesting support
- A detailed description of project to include goals/objectives and measures to be used in determining success
- Anticipated or exact date(s), time(s) and location(s), length of project (a single event over one day, series of performances/events or planned annual event)
- Performers/participants and target audience
- A statement of any fees or costs to participants or attendees, if applicable
- Benefit to the St. Johns County community
- Details of how FOSAA will be recognized for its support (be specific).

BUDGET ESTIMATE

List any expenses that pertain to the requested amount above. Be specific. State the expense, estimated (preferably exact) cost, and source.

For example:

<u>Expense</u>	<u>Source</u>	<u>Amount</u>
Venue Rental	St. Augustine Amphitheater	
	“Backstage Theater” Area	\$4,000.00
Printing (programs)	Staples	\$250.00
Media Promotion	Beach 105.5 FM: 5 spots	\$500.00
	St. Johns Citizen Webpage: Ad	\$250.00
TOTAL:		\$5,000.00

APPLICANTS THAT ARE AWARDED SUPPORT WILL RECEIVE A FINAL REPORT FORM THAT MUST BE COMPLETED AND SUBMITTED TO FOSAA WITHIN 30 DAYS OF PROJECT COMPLETION. **RECEIPTS FOR ACTUAL EXPENSES ARE REQUIRED AT THAT TIME.** ANY FUNDS THAT ARE NOT VALIDATED MUST BE RETURNED TO FOSAA.

<u>Expense</u>	<u>Source</u>	<u>Amount</u>
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