

**Art Alliance for Contemporary Glass
Grant Application Cover Sheet**

(please type or print)

Name of Organization:

Address:

Zip:

Telephone:

Chairperson of the governing body:

Name & Title of Chief Administrator:

General description of organization including year established:

Submitted by:

Name (please print)

Date

Title

Signature

PLEASE SUBMIT 10 COPIES OF THE FOLLOWING:

1. Name, address, telephone number and e-mail address for two references who are knowledgeable in the area of your proposal and who can assess your ability to complete the proposed project. Applicants who are previous AACG grant recipients are not required to furnish references.
2. **Your IRS federal tax exemption letter (required).**
3. The completed Grant Application form.
4. Any cover letter
5. This cover sheet.
6. Any attachments with the application.

Please collate and clip or staple each complete set of materials.

Art Alliance for Contemporary Glass Grant Application

(please type or print)

Date of Application:	Amount of dollars requested:
WHO: Name and address of your organization	CONTACT PERSON: Name, title, telephone, fax and e-mail
WHAT: Description of the exhibit/project to be funded. Be as specific as possible, including names of artists, number of pieces to be shown, etc.	
WHEN: Beginning date of the exhibit/project: Ending date of the exhibit/project:	If traveling, list other venues and dates:
AUDIENCE: Indicate the estimated number of viewers or participants and the basis for the estimate.	
DOCUMENTATION: Describe any permanent record planned for this project. If a catalog, specify number to be printed, basic contents, type and number of illustrations, distribution plans, and charge to the public, if any.	

COST: Provide an expense and revenue budget for the project with totals. If other support is required, indicate how the balance of funding is to be obtained. The budget should include only those costs that are being incurred solely because of the exhibition or project. Do not include allocations of staff salaries or other overhead expenses. The budget for public programs should be broken out separately.

PUBLIC PROGRAMS: Describe any public programs, such as lectures, panels, demonstrations, etc. Estimate the likely attendance for such programs. Be specific about dates and presenters.

SOURCE OF EXHIBIT: Is your institution originating this exhibit or is it coming from an outside source? If the latter, cite the source.

Be brief and to the point.

**Mail completed proposal to:
Grants Committee, AACG
11700 Preston Rd., Ste. 660 PMB 327
Dallas, TX 75230**