|  |
| --- |
|  Checklist |

Compile all materials on the checklist and complete the online application

□ Artist Collective/Organization’s Purpose or Mission Statement(100-word max)

□ Provide a brief summary of your project (100-word max)

□ Narrative:

1. **What will you do?** (450-word max)
* What activities will take place and where?
* What about this project is unique, interesting, or needed?
1. **Who are the participants?** (450-word max)
* Who will participate and how will they be invited and included?
* How are artists/creatives involved?
1. **How will you use the funds? (**450-word max)
* How much do you need for the project? (“budget form” will also be evaluated in this section)
* Describe partnerships and community support.
1. **Why is this project important?** (450-word max)
	* How does this connect to and impact Tempe?
* How will you know if your project was successful?

□ Up to 4 Bios – include how these individuals will be involved in the project (200-word max for each bio)

□ Vibrant City Budget Form (upload)

□ 2-4 Images of past programming and/or promotional materials (upload jpg or png format)

□ 1 video link (optional)

For Questions Contact: Maja Aurora, maja\_aurora@tempe.gov (480) 450-1309