



ARC
 Artists'
 Resource for
 Completion
 Grants

Application and Budget Form

After consulting the program guidelines, please complete this two-page form, attach your *statement of purpose, resume, and organizational invitation*, and mail to the post office box address below.

PLEASE DO NOT USE STAPLES ON YOUR APPLICATION.

Applications, guidelines and information on past awards can also be found online at www.durfee.org

The Durfee Foundation
P.O. Box 7220
Santa Monica, CA 90406-7220

2008

Name _____

Mailing Address _____

City, State, Zip _____

Home Address _____
 (if different from above)

Telephone _____ E-mail _____

Are you 18 years or older? Yes No

Are you a full-time student? Yes No

Event: Date _____

Host _____

Location _____

Statement of Purpose:

In approximately 500 words, please address the following:

- ◆ Describe the specific event or occasion to which you have been invited, and for which you are seeking funds.
- ◆ Explain how the project will significantly benefit your career.
- ◆ Please tell us *specifically* what the Durfee funds would allow you to do that otherwise would not be part of this project. Be sure this statement is supported in Part II of the budget request on the following page.
- ◆ If you have received an ARC grant previously, please use up to an additional 150 words to explain briefly what the prior ARC funds were used for and how the project advanced your career. By comparison, explain how the current request advances your career to a next level.

Resume & Host Confirmation:

Please also submit the following:

- ◆ A chronological resume of your artistic experience (five pages maximum). Please do not submit a narrative biography.
- ◆ Written notification from the host organization, confirming your participation in the event to which you are requesting funds.

(OVER)

Application Form *(CONTINUED)*

Budget:

Because you have secured an invitation to present this work, we presume that the event will take place with or without Durfee funding. The following two-part budget is designed to highlight how the ARC grant will enhance or improve the work. In Part I, please describe your core expenses and how you plan to cover them, without a Durfee ARC grant award. In Part II, please describe additional expenses for which an ARC grant of up to \$3,500 would be used.

Part I:

List the approximate expenses and income of the event for which you are requesting funds, *excluding* the Durfee request.

A. Core Expenses (materials, shipping, transportation, lodging/meals, collaborators' fees, etc.)

Item	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total Expenses	

B. Income (how are you planning to cover the above expenses—sale of work, ticket revenue, commission fee, non-Durfee grants, personal contribution, credit card, savings, etc.)

Source _____	Amount	\$ _____
_____	Amount	\$ _____
_____	Amount	\$ _____
_____	Amount	\$ _____
Total Income		

Part II:

Please list the additional expenses (items *not* listed above in Part I) to which the ARC grant would be allocated:

Item _____	Amount	\$ _____
_____		\$ _____
_____		\$ _____
_____		\$ _____
TOTAL ARC FUNDS REQUESTED		

Signature _____ Date _____