



## Forsyth County Arts Alliance

### GRANT APPLICATION--2018

**LETTER OF INTENT TO APPLY**—this is a condensed version of the proposal that allows the FCAA to quickly assess that there is a good match between our mission and goals and the proposed project. The information contained in the letter of intent is not considered binding and this is **NOT** the complete grant application.

The letter must include, at minimum, the following:

1. **Name of Organization**- Please make note if prior FCAA grant recipient, what year and award amount.
2. **Tax Exempt Status 501(C) (3) or the equivalent** verification—exempt letter from IRS not needed—you are only required to state that you have the necessary tax exempt status.
3. Provide **brief** description of intended arts project and include dates of project/program.
4. Provide a **brief** summary to address the following:
  - What is the need in the community for this project/program?
  - What are the matching or other sources of funding being pursued or secured?
  - Is this a new project/program, an on-going project/program or a phase of a multi-phase project/program?
5. Provide an **estimate** of the grant amount request.
6. Complete the letter with a **signature** and **date** from Authorized Official of the Organization
7. Submit the Letter of Intent by the **deadline**: Wednesday, April 11, 2018 to:

**Mail or Drop Off:**

Attn: FCAA  
C/O Cumming-Forsyth County Chamber of Commerce  
212 Kelly Mill Road  
Cumming, GA 30040