

MINI GRANT QUESTIONS (this includes all questions requiring a written answer, there are some additional yes/no questions)

- Name of Organization
- Amount Requested
- Total Budget of Organization
- Contact Person
- Employee Title
- Phone Number
- Full Address
- Organization Website
- Email Address
- Business entity name as registered with the State of Utah
- Federal Tax ID Number
- Executive Summary - In order to maintain perspective while reviewing your application, please provide a solid summary of what you propose to do with the funds. This section will be used in application summary reports to our CARE Commission. (limited to 1200 characters).

Proposed Use of Requested Funds (How is your request broken up among these categories)

- Administrative Salaries & Benefits
- Program Salaries & Benefits
- Program Independent Contractor Fees
- Exhibition Operating Expenses
- Materials
- Royalties/Licensing Fees
- Travel and Housing (including per diems)
- Marketing
- Development
- Office Expenses (including ticket office expenses)
- Facility Rent
- Operations & Maintenance
- Miscellaneous Program
- Miscellaneous Administrative
- Accounting and Legal
- Other Expenditures
- Total Request (this automatically calculates in the form)

You will also need to include the followings

- Proof that the organization is registered with the State of Utah as a non-profit corporation with an active status (registered name and entity number) or copy of the organization's IRS 501(c)(3) letter.
- Current names and phone numbers of Board Members