



**ARTSWESTCHESTER GRANTS PROGRAM
2024-25 GRANT GUIDELINES
CATEGORY: Project Support**

Application Deadline: Wednesday, May 15, 2024 by 11:59pm

I. OVERVIEW OF THE ARTSWESTCHESTER GRANTS PROGRAM

ArtsWestchester is a leading funder of arts and culture in Westchester County made possible by County Executive George Latimer and the Westchester County board of Legislators. These funds are provided in order to meet the cultural needs of county residents, cultural organizations, and artists. ArtsWestchester’s grants program provides funding opportunities in several categories. Funding may not be available in every category every year. While each category has a different focus, the following criteria are common to all:

- Artistic Merit of Programs
- Community Service and Impact
- Financial Viability
- Diversity, Inclusiveness, Equity and Accessibility

The weight ArtsWestchester places on each criterion may vary from category to category. Funding opportunities intended to strengthen the arts in community life may, for example, place greater weight on community need and impact.

ArtsWestchester’s mission is to create an equitable, vibrant, and sustainable Westchester County in which the arts are an integral to and integrated into every facet of life.

II. THE PROJECT SUPPORT FUNDING CATEGORY

Application Deadline: Your electronic application must be completed and submitted by **Wednesday, May 15, 2024 no later than 11:59pm**

This funding opportunity is a competitive grant category intended for small and mid-sized cultural organizations; organizations whose public programming is developed and funded by friends groups; and organizations that offer a season of arts programs/activities and/or education-based programs.

ArtsWestchester defines “project” broadly. Organizations may apply for support for a season of related events over a scheduled period of time – such as a film series, concert series, workshop series, or education series, or an individual program or event – such as an exhibition or performance; a special program – such as a festival; or a pilot project. Grants in the Project Support category are made possible with funds from Westchester County Government.

A season may be defined broadly, including producing at least one production running a minimum of three (3) performances over the course of a year or a series of readings, workshops, or development activities open to the public.

WHAT ARE THE ELIGIBILITY REQUIREMENTS?

If your organization has previously received funding through the Yonkers Arts Initiative or Mount Vernon Arts Initiative category please refer to section III.

To be eligible for 2024-25 Project Support your organization must:

- Demonstrate 501(c)(3) federal tax exempt status as a private, not-for-profit organization incorporated in New York State.
- Have a mission statement that clearly delineates the arts or local history as the primary objective of the organization both programmatically and operationally.
- Have a governing board that meets regularly, operates under a set of bylaws, has at least one-third of its members residing in Westchester County, and is representative of the community you serve.
- Have presented at least three full seasons in Westchester County prior to submitting this application.
- Have an annual revenue of at least \$25,000 in your most recently completed fiscal year.
- Provide services between July 1, 2024 and June 30, 2025, the period covered by this grant.
- Be in good standing regarding submission of required reports to ArtsWestchester.

Please Note: In general, ArtsWestchester does not provide Project Support grants to libraries, cultural organizations that are part of a college or university, or to groups that are part of a nonprofit organization incorporated outside of New York State. However, the following types of organizations *may* be eligible to apply for Project Support for 2024-25:

- Arts organizations that are affiliated with Westchester-based public colleges or universities that do not receive support from Westchester County Government
- Arts organizations or historic sites that are located in Westchester, but are part of an organization that is incorporated and operated outside New York State
- Arts organizations or historic sites that are operated by a state agency
- Organizations previously funded in the Yonkers Arts Initiative of the Mount Vernon Arts Initiative

ArtsWestchester will determine eligibility on a case-by-case basis. Please contact Sue Abbott, Director of Grant Programs, at 914-428-4220, ext. 304, or sabbott@artswestchester.org with questions.

Note: “Friends” groups associated with arts organizations/historic sites are eligible to apply for Project Support, so long as they meet other eligibility requirements.

These proposals are reviewed by a diverse panel of individuals who are professionals in one or more cultural disciplines. While various factors may have some bearing on recommendations for Project Support, the panel’s primary focus is on the merits and feasibility of the particular activities for which you seek support.

HOW MANY APPLICATIONS MAY I SUBMIT?

You may submit up to two applications for Project Support funding or one application for season support in FY 2024-25 (for your entire season of programming).

WHAT IS THE MAXIMUM AWARD?

The maximum award is \$15,000 **per project** if submitting two separate applications, or up to \$30,000 for one application of season support. Total funding requested cannot exceed \$30,000, and the amount of funding that you are requesting cannot exceed your annual revenue for the prior year. In general, ArtsWestchester will not award funds that are more than 10% of an organizations overall operating budget.

ARE MATCHING FUNDS REQUIRED?

Yes. Project Support awards fund up to 50% of total project costs. You must provide a one-to-one match, which may be all cash or a combination of cash and in-kind contributions. Note: ArtsWestchester support in another category (Example: Art\$WChallenge) cannot be used for the match.

MAY I APPLY FOR FUNDING IN OTHER CATEGORIES?

ArtsWestchester encourages applicants to seek a diverse range of funding sources, including (but not limited to) corporate support, individual/Board giving, and special events. If you apply for Project Support in 2024-25, you may be eligible for funding in other ArtsWestchester grant programs like Arts Alive but with a different focus. Please check with grants staff as to which additional funding opportunities may be available. As Project Support funds are allocated by Westchester County, it is preferable that applicants seeking County funding only do so through ArtsWestchester's grants program.

Note: If your organization has applied to or received funding from ArtsWestchester in another grant category in 2024, your Project Support request must be for a different project.

WHAT ARE MY RESPONSIBILITIES AS A GRANTEE?

If ArtsWestchester's Board of Trustees approves a grant to your organization, you will receive a contract for cultural services. The contract indicates the amount of your grant and the scope of service (based on your application) that you agree to provide during the contract year. The contract also states your responsibilities, the terms and conditions Westchester County Government requires of our subcontractors, and reporting requirements.

If your award is significantly lower than the amount requested, ArtsWestchester may require you to submit a revised scope of service and budget along with the contract for cultural services.

You will also receive an agreement to acknowledge ArtsWestchester and Westchester County support by using our logo and credit line on printed and electronic materials associated with your project (announcement cards, posters, programs, and your website), as well as under the appropriate category on your list of contributors. These acknowledgements are a requirement for all Project Support awardees, and help build greater awareness of the importance of public support.

III. PRIOR YONKERS / MOUNT VERONON ARTS INITIATIVE GRANTEES

MY ORGANIZATION PREVIOUSLY RECEIVED FUNDING IN THE YONKERS / MOUNT VERNON ARTS INITIATIVE GRANT CATEGORIES, ARE THOSE GOING TO BE AVAILABLE THIS YEAR?

In an effort to simplify our grants application process, the Arts Initiative grant categories have been merged into Project Support category. If your organization previously received funding through the Arts Initiative, we encourage

you to apply again in 2024 through Project Support. ArtsWestchester remains committed to providing robust funding for the communities of Yonkers and Mount Vernon through Project Support.

WILL THERE BE AN OPTION FOR INDIVIDUAL ARTISTS TO RECEIVE FUNDING IN PROJECT SUPPORT?

While historically the Arts Initiative grants supported individual artists each year, they will not be eligible for funding in Project Support. We encourage all individual artists to apply for funding through our Arts Alive grant program.

WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR PAST YONKERS/MOUNT VERNON INITIATIVE GRANTEES?

To be eligible for Project Support as a former Yonkers / Mount Vernon grantee, your organization must:

- Demonstrate 501(c)(3) federal tax exempt status as a private, not-for-profit organization incorporated in New York State.
- Have a governing board that meets regularly, operates under a set of bylaws, has at least one-third of its members residing in Westchester County, and is representative of the community you serve.
- Provide services between July 1, 2024 and June 30, 2025, the period covered by this grant.
- Be in good standing regarding submission of required reports to ArtsWestchester.

ARE MATCHING FUNDS REQUIRED?

Typically, Project Support awards fund up to 50% of total project costs. You must provide a one-to-one match, which may be all cash or a combination of cash and in-kind contributions. However, if your organization was previously funded in the Yonkers/Mount Vernon category, there is a moratorium on this requirement for the 2024-25 grant cycle. There is no guarantee that this will continue in future cycles.

IV. APPLYING FOR A 2024-25 PROJECT SUPPORT GRANT

ARE THERE FUNDING RESTRICTIONS?

Yes. Project Support funds may not be utilized to support the following:

- Activities conducted outside of Westchester County
- Activities not fully open to the public – for example, activities restricted to an organization’s membership. Funded activities must be open to the public and funded as such (with the exception of school-based educational programs and activities).
- Benefits, fundraising activities, development staff
- Capital expenses or projects
- Deficit reduction
- Grant-making organizations/activities
- Prize money or awards
- Purchase of equipment
- Purchase of refreshments
- Tuition-based classes or instructional programs, except need-based financial aid
- Programs/activities that are primarily therapeutic, except by prior approval

In addition, ArtsWestchester does not award Project Support to fund municipalities or arms of government, schools, colleges, social service agencies or organizations that are primarily recreational or therapeutic.

Organizations with a mission that is primarily to provide skill-based instruction, or that derive 40% or more of their income from tuition/fees for classes/instruction, may not utilize Project Support funds to support their regular classes or instructional programs; they may be used, however, to provide need-based financial aid or to support public programs such as exhibitions or concerts.

HOW ARE PROJECT SUPPORT GRANTS DETERMINED?

Once your application is submitted, ArtsWestchester's staff reviews it for completeness. As part of the review process, a staff member may contact you by telephone or email to clarify certain information; however, it is your responsibility to submit a complete and accurate application. An independent panel reviews your application, along with other applications in the Project Support category.

The Grants Committee of ArtsWestchester's Board of Trustees reviews the panel's feedback and makes its own recommendations to the entire Board of Trustees, which makes the final decision on all grants.

WHAT IS THE COMPOSITION OF THE PANEL?

The panel consists of a group of experts in a variety of disciplines; it has a sufficient number of participants to insure a wide diversity of viewpoints, ethnicities, and experiences. To ensure impartiality and to avoid conflicts of interest, ArtsWestchester selects panelists primarily from outside Westchester to adjudicate applications for Project Support funding. Recommendations are solicited from individuals and organizations that have expertise in particular artistic fields.

You may recommend a panelist by visiting our website, www.artswestchester.org, and clicking on "Get Involved" located in the "Support" tab.

WHAT CRITERIA DO THE PANELISTS CONSIDER AS THEY REVIEW APPLICATIONS?

The panel reviewing your application for a Project Support grant considers the merits of your proposed project and your ability to see it to fruition, as well as the completeness and accuracy of your application. Make sure you address/discuss/demonstrate the following:

Artistic/Programmatic Excellence - Applicants will be evaluated based on the following artistic questions. Application should include address not only artist's/organization's background/history and strengths but also how/why the work is being created.

- Quality of the proposed project; evidence of creativity and vision
- Qualifications, background, and experience of the artists involved (resume and recent work samples must be included).
- The strength/clarity of the concept or influence behind the artistic work or services proposed.
- The context in which the work or services are being presented and the appropriateness of the work or services in that context.

Impact and Benefit to the Community

Applications will be evaluated for:

- Benefit(s) the public receives from the project. Benefits may include, but are not limited to: providing access to artistic disciplines/experiences under-represented in the county; employing/contracting with Westchester

artists; furthering the local economy; or serving/engaging Westchester's under-resourced communities. (ArtsWestchester considers as "under-resourced" people who have limited access to arts services. Their participation in the arts may be marginalized due to geography, race, economic status, gender, sexual preference, age, religion, or disability.)

- Evidence of community support
- The contribution the artwork and/or services make to the development of a vibrant arts and cultural community in the state.
- Project/organization provides thoughtful and well-designed educational and interactive activities that help build audience appreciation and understanding of the organization and its work.
- Project/organization provides attendance data (relevant to the population of the community to be served) as well as participant feedback (if available and appropriate).
- Project/organization uses venues that are fully accessible to the public and comply with all safety and accessibility standards.
- Project/organization demonstrates significant efforts to reach and engage a broad array of artists and audiences.

Managerial/Fiscal Oversight and Viability

Responsible management includes:

- Appropriateness of project budget
- Ability to secure additional funding required for the project
- Existence of a professional staff appropriate to the size and mission of the organization
- Appropriate compensation of artists
- Engaging in appropriate, cost-effective fundraising activities (as applicable)

Diversity and Inclusiveness

- Degree to which the project will involve and reflect diverse/inclusive participants and/or audiences, based on the demographics of your service area
- Demonstrated efforts to have diverse representation in board, staff, and programming
- Plans for publicizing the project to reach a wide audience, as appropriate

For organizations whose primary mission is instructional:

- Basis upon which need-based financial aid is distributed
- Strategies for informing the public about the opportunity to apply for need-based financial aid

HOW IMPORTANT IS DIVERSITY/INCLUSIVENESS?

Diversity/inclusiveness is very important. ArtsWestchester's Project Support grants are supported by public dollars granted by Westchester County government and the Board of Legislators. The arts are for everyone, amplifying the multi-ethnic and culturally diverse voices within our community. The arts offer opportunities for advancement and personal growth. The arts are a catalyst for systemic change, economic development, and community empowerment. The arts create life-affirming experiences, celebrating differences and funding shared values. Therefore, we seek to support projects that demonstrate efforts to include people of all races, ethnicities, nationalities, socio-economic backgrounds, genders, sexual orientations, and religions, as well as those with disabilities. We expect funded organizations to reflect inclusiveness in the areas of policy, administration, programming, audience, and any others that may be relevant. At the same time, we recognize that an

organization’s service area informs its efforts to be inclusive, and that organizations will address diversity/inclusiveness in different ways.

PANEL REVIEW

ArtsWestchester awards grants on a competitive basis. Each application submitted to the ArtsWestchester will be reviewed and deliberated upon by the panel. ArtsWestchester selects as panelists individuals that represent a variety of viewpoints, experiences, ethnicity, and localities. The size of the panel (generally five to seven people) and diverse backgrounds of panelists insure impartiality and balance. The panel scores and feedback are forwarded to the Grants Committee of ArtsWestchester’s Board of Trustees. The committee reviews panel recommendations and presents recommendations to the Board, which votes to approve grants.

The panel’s review system is based on scoring models used by the New York State Council on the Arts. Scores can range from Poor (1) to Extraordinary (10).

“Weaknesses” are defined as follows:

- **Negligible:** A weakness that does not lessen impact but if improved could create a greater impact
- **Minor:** An easily addressable weakness that does not substantially lessen impact.
- **Moderate:** A weakness that lessens impact.
- **Major:** A weakness that severely limits impact.

Rating	Description	Strengths/Weaknesses
10	Extraordinary	
9	Exceptional	Exceptionally strong (model and standard for field or discipline with essentially no weaknesses)
8	Outstanding	Extremely strong with negligible weaknesses
7	Excellent	Very strong with some minor weaknesses
6	Very Good	Strong but contains several minor weaknesses

5	Good	Strong but with at least one moderate weakness
4	Satisfactory	Some strengths but with some moderate weaknesses
3	Fair	Some strengths but with at least one major weakness
2	Marginal	A few strengths and a few major weaknesses
1	Poor	

IS APPLICATION ASSISTANCE AVAILABLE?

Yes. If you would like to speak with a program officer about your application, please contact the Grants staff at grants@artswestchester.org to schedule an appointment.

WHEN WILL WE KNOW IF WE HAVE BEEN AWARDED A PROJECT SUPPORT GRANT?

ArtsWestchester will announce awards in late June 2024.

WHAT IS THE APPEALS PROCESS?

ArtsWestchester will review written requests for reconsideration if we do not fund your proposal. You may appeal the funding decision under the following circumstances only:

- The review committee did not adhere to the guidelines.
- ArtsWestchester provided incomplete or incorrect information to the review committee.

ArtsWestchester will accept appeal requests up to thirty days after the date of the rejection notification. Requests must be made in writing, addressed to Sue Abbott, Director of Grant Programs, ArtsWestchester, 31 Mamaroneck Avenue, White Plains, New York, 10601.

V. COMPLETING THE PROJECT SUPPORT APPLICATION FORM

ArtsWestchester recommends that you answer the questions in Word, then cut and paste the answers into the on-line application. Most of the questions are self-explanatory, narrative questions are included below. Remember to save your work frequently.

ORGANIZATION INFORMATION

Organizational Mission and Programming Overview (500 words maximum): Provide a brief narrative describing your organization. Include information about its history; size; the community/region/audience it serves; programs and activities; and any efforts/accomplishments related to engaging a broad and diverse population. Use the following subheadings to organize your narrative:

- History
- Audience
- Programs and Activities
- Diversity Efforts/Accomplishments
- Required Uploads: Organizational Budgets for 2023-24 and 2024-25 (Projected); Current Board List.

PROJECT INFORMATION

Project Narrative: Please begin your narrative with the phrase “[Name of Organization] seeks a \$[XX] Project Support grant to [XXX]. Then cover each of the following points, indicating them as subheadings (1000 words maximum):

- Major project activities
- Programming process, how project was selected/created
- Target population and how you will engage them
- How residents will benefit from the project and its impact on the community
- Key individuals, partner organizations, artists and their qualifications (Required Upload: resumes or bios of key personnel and artists involved in proposed project)
- Goals and anticipated outcomes, as appropriate
- Plans for publicizing/promoting the project

Benefit and Service to the Community. Use this field to elaborate on how this project serves the community and its audience. (500 words maximum):

- How will this project engage and/or reflect the local community? How does this project serve the community?
- Is this project designed to engage a specific population? If so, how was that population identified as the target audience?
- What is the potential impact of this project on the community?

Workshops/Lessons: For organizations that offer workshops/lessons, please describe your onsite, offsite, and virtual programs. (500 words maximum)

For organizations applying for need-based financial aid: What policies and procedures guide the distribution of aid? Provide a brief but thorough description of the decision-making process; include information

about how you inform the general public about the opportunity to apply for aid (200 words maximum). Required Upload: Sample application for need-based financial aid.

Project Budget: Enter anticipated income and expenses for the proposed project and provide details in the "Description" column. For example – if there are staff costs, indicate staff position and percentage of staff time allocated to the project; indicate how many tickets you expect to sell; indicate whether anticipated income has been secured and the source(s) of the projected income. The more information you give the panel, the fewer questions they will have when reviewing the project budget. ***Do not*** include dollar signs (\$) in the budget form.

Your Project Support request should only be listed in Line 37.

Income: Each income item should be entered in the fiscal year in which the project occurs or will occur, regardless of the year in which the revenue is received. Show the gross revenue amount received in each category. Do not report loans or prior year's surplus as income.

Earned income includes the following:

1. Tickets/Admission: Revenue derived from the sale of admissions tickets, subscriptions, etc.
2. Classes/Workshop Fees: Fees earned from tuition, classes or workshops
3. Gross from Fundraising Events: Gross proceeds from fundraising events such as a gala, benefit, golf-outing, etc., where proceeds fund the proposed project.
4. Other Earned Income: Gross income derived from concessions, sales, parking, publications, rentals, etc. (specify)
5. Total Earned Income: Total of lines 4 - 7 (this will fill in automatically)

Contributed income includes the following:

6. Corporate/Business Support: Cash contributions from businesses, corporations, and corporate foundations
7. Foundation Support: Cash contributions from private foundations
8. Individual Support: Cash contributions from individual donors
9. Government Support – Federal: Cash contributions from federal agencies such as the National Endowment for the Arts, Institute of Museum Services (IMS), Community Development Block Grants, Urban Development Action Grants, National Endowment for the Humanities, Department of Education, etc. received directly by your organization
10. Government Support – State: Cash contributions from the New York State Council for the Arts and/or any other division of New York State government received directly by your organization
11. Government Support – Municipal: Cash contributions from any local municipal government received directly by your organization (*Note: Art\$WChallenge funds should not be included*)
12. Other Unearned Support: Any other unearned income (specify)
13. Total Contributed Income: Total of lines 6 through 12 (this will fill in automatically)
14. Total Income: Total of lines 5 and 13 (this will fill in automatically)

Expenses: Each item should be entered in the fiscal year in which the project occurs or will occur, regardless of the year in which the expenses are paid. Expense figures should include salaries and fees whether from employees or independent contractors.

15. Staff — Administrative: (Personnel salaries are those for which your organization files a W-2 Wages Statement.) Administrative employees include executive and supervisory administrative staff, clerical and other front-of-the-house and box-office staff, maintenance and security staff
16. Staff — Artistic: Employee salaries and wages (W-2 form) for artistic directors, curators, and artists
17. Staff — Technical: Employee salaries and wages for technical or production staff and management
18. Contract Fees/Services — Artistic: Fees (reported on Form 1099), including payments to firms or persons for artistic services of individuals who are not ordinarily considered employees of the organization
19. Contract Fees/Services — Other: Fees (reported on Form 1099) for non-artistic services of individuals who are not ordinarily considered employees of the organization. These may be consultants or employees of other organizations, whose services are specifically identified with the project (for example: legal, accounting, advertising, or design consultants).
20. Marketing/Advertising: All costs for marketing/publicity/promotion directly associated with the project. Do not include payments to individuals or firms that belong under Personnel or Contract Fees/Services.
21. Fundraising Expenses: Expenses from fundraising events directly related to the project
22. Printing: All costs for printing and mailings directly associated with the project
23. Travel: All costs for the travel of individuals, directly related to the project
24. Space Rental: All costs specifically identified with rental of office, rehearsal, theater hall, gallery, and other spaces directly related to the project
25. Equipment Rental: All costs for rental of equipment directly related to the project
26. Materials/Supplies: All costs for purchase of materials and supplies directly related to the project
27. Other: All expenses directly related to the project not entered in other categories (specify)
28. Total Expenses: Total of lines 22 – 34 (this will fill in automatically)
29. Income less Expenses: Lines 19 minus 35 (this will fill in automatically)
30. Project Support Request: Line 37
31. Balance: (this will fill in automatically)

Budget Notes (Optional but Recommended)

Please use this area to add additional detail to the project budget, including plans to address a projected deficit (if applicable). If Line 38 shows a balance (net surplus or deficit) please explain how this will be addressed. Also list In-Kind Support here. In-Kind Support: The value of all donated services, materials, or facilities associated with the project. In-kind contributions can be counted as part of the one-to-one match for a Project Support award. Please detail any significant in-kind contributions anticipated for the project, such as donated space or printing, in the space provided. Be sure to include any in-kind contributions from municipalities.

VI. THE COMPONENTS OF A COMPLETE PROJECT SUPPORT APPLICATION

Deadline: Your electronic application must be completed and submitted by **Wednesday, May 15, 2024 by 11:59 pm.**

The Project Support application consists of the application form *and* the required supporting documents, including work samples. All materials are to be submitted online with your application form.

Acceptable file types are Adobe Acrobat PDF, Excel, JPEG, MP3, and MP4. If materials are in the form of URLs, please create a separate PDF file titled "URL Materials," including a description of the work sample/content and the URL (link) embedded in the text document. URLs cannot be password protected and must remain live through June 14, 2024. Arts Westchester reserves the right to review any/all of the online sources.

- Maximum number of files (including optional support materials)

PDF	10
Excel	5
JPEG	10
MP3	5
MP4	5
- Maximum size of all files combined – 250MB

REQUIRED MATERIALS: The following items are *required*. If any are missing, your application is considered incomplete and may be determined ineligible for review.

1. **Organizational Budgets for current year (2023-24) and Proposal Year (2024-25)**
2. **Resumes or bios of key personnel and artists involved in the project**
3. **List of Current Board of Directors**, including name, profession, city of residence and number of years on the board
4. **Work samples** that indicate the artistic merit of your organization's programming during the past two years and of the proposed project in particular. These may include, but are not limited to:
 - **Artworks** uploaded as JPEG and MP4 files; include an explanatory list in a separate PDF file
 - **Performances/Presentations** uploaded as MP3 and MP4 files. You may also include Web links to clips hosted on external sites (YouTube, VIZIO, etc.). The panel is unlikely to review more than 3 minutes; cue to the correct chapter or time stamp.
 - **Manuscripts, Catalogues, and other Printed Materials** uploaded as PDF files.

Organizations applying for financial aid must include:

5. Sample of your application for need-based financial aid

Organizations applying in the Project Support category for the first time must include:

- **Proof of nonprofit status**
- **List of Season Programs** for the current year (2023-24) and two previous years (2022-23 and 2021-22). Include type of program/activity; title; and duration or number of presentations/sessions. List the number of times the program/project/activity takes place. For a class or workshop, list the number of sessions per class/workshop. This information is required of first-time applicants, to demonstrate the eligibility criteria of three years of providing public programs in advance of the application date.
- **Current bylaws**

OPTIONAL SUPPORT MATERIALS: We encourage you to include, as appropriate:

- Marketing materials: brochures/programs (maximum: three)
- Press clippings/on-line articles (maximum: three)

Before you click the “submit” button at the end of the application form, we encourage you to you download and save a copy of the completed form for your files. The application will be accessible in read-only format after the deadline. Any questions, please contact grants staff at grants@artswestchester.org.

Good Luck!