

Pennsylvania Partners in the Arts (PPA) Entry to Program Stream 2022-23 Sample Application

Applicant Information

Applicant/Fiscal Sponsor:

Organization Name*

Federal Tax ID Number (FEIN)*

Street Address*

City*

State*

Zip*

Organization Website*

PA House District*

PA Senate District*

(Look up your PA House and PA Senate district numbers:

<https://www.legis.state.pa.us/cfdocs/legis/home/findyourlegislator/>)

Contact First Name*

Contact Last Name*

Contact Title*

Contact Phone Number*

Contact Email Address*

Fiscally Sponsored Organization (if applicable):

Organization Name

Street Address

City

State

Zip

Organization Website

Contact First Name

Contact Last Name

Contact Title

Contact Phone Number

Contact Email Address

Narrative

1. Provide your mission statement. If you represent an arts program within a non-arts organization, provide the goals of the arts program. Max 100 words. *
2. Highlight your arts activities during your most recently completed fiscal year. Max 300 words. *
3. How did you measure artistic success? Max 300 words. *
4. Who was your audience and how did you reach them? Max 300 words. *
5. How did you address diversity, equity, and inclusion? Describe engagement efforts with culturally, socioeconomically, and/or geographically diverse audiences or stakeholders? Max 300 words. *
6. What is your track record for implementing your programs as planned? Max 300 words. *
7. Address any issues regarding the financial information that need clarification (e.g., deficits, surpluses, or large capital expenses). Max 300 words, if not applicable, respond with "N/A."

Financial Information

Total revenue for your most recently completed fiscal year (revenue means all contributed and earned cash income, and realized income from investments, as applicable. Do not include in kind) *

Job Information

Current Number of Full-Time Equivalent (FTE) jobs, where FTE is calculated as a minimum of 35 hours per week. As applicable, include contractors or leased employees providing consistent services under your organization's direct supervision. For non-arts organizations, provide the number of FTEs working within your arts program. *

To the extent that your FTE count varies during the year due to seasonality of programming or operational needs, provide your anticipated high mark of FTE jobs through the end of the grant period. As applicable, include contractors or leased employees providing consistent services under your organization's direct supervision. *

Required Attachments

IRS Determination Letter confirming nonprofit 501(c) status*

For arts organizations, attach your three most recently submitted form of 990 (or 990-N or 990-EZ) IRS tax filings. For non-arts organizations, attach an arts-specific program financial statement for your three most recently completed fiscal years as applicable. The program financial statement must include program revenue, including contributed and earned income and income realized from investments, as applicable, and expenses. *

Provide a brief description of and up to three links to artistic content or programmatic highlights you generated during the previous year. (Note: links can be to file sharing sites (Google Drive, DropBox, etc.), YouTube, Vimeo, websites,

Instagram accounts, etc. Please be sure to grant proper access, as applicable.) *

Representations and Warranties

The Applicant makes the following representations and warranties to Centre Foundation. Effective as of the submission of this Application, the Applicant hereby represents and warrants to the best of its knowledge and belief that:

- The information the Applicant presents in this application and any attachments thereto are true and correct.
- The Applicant has ongoing operational expenses.
- The Applicant has not received an audit finding in respect of its status as a going concern and expects to remain a going concern at least through the grant term.
- The Applicant expects to deliver arts-related programming or services and fulfill its obligations under the grant, whether virtually or in person, during the applicable grant term.

I hereby agree:

Name*

Date*

Signature*