



Cultural Facilities Grant | FY2022 Application Checklist

Required:

- Completed sections of online application
 - Eligibility
 - Applicant Profile
 - Organization Information
 - Project Information
 - Project Narrative
 - Accessibility Projects (if applicable)
- Provided balanced Project Budget with demonstrated matching funds
- Completed Budget Narrative
- Provided two estimates that match the scope of work
- Uploaded one photo of the exterior of the facility
- Uploaded 3-7 images of the project area
- Uploaded profit and loss statement
- Uploaded a maximum of three samples of cultural activities

If applicable:

- Uploaded a facility improvement priorities plan (optional)
- Uploaded a letter of support from building owner (if facility is not owned by the applicant)
- Uploaded a maximum of two letters of support to demonstrate need
- Uploaded a collections care plan (for projects involving collections environmental needs)
- Uploaded schematic drawings

For accessibility projects:

- Uploaded architectural drawings with dimensions noted
- Uploaded relevant pages from the ADA Checklist for Existing Facilities