

FY13 GOS Grant Application Checklist for Year 2 and Year 3

(Local Arts Agencies with Budgets \$150,000 or above, Major Arts Partners, and Local Arts Agencies with Budgets under \$150,000 will be staff Reviewed. Refer to [FY13 GOS Rotation Cycle](#) to determine year in process.)

The General Operating Support application package consists of **ONE COMPLETE SET OF ALL REQUESTED MATERIALS**. Check off each item on the checklist and enclose a copy of this page with the two requested signatures at the bottom. Send as one package with disc or flash drive and printed support items.

One computer disc or flash drive with separate files for each part:

- Sections 1- 6 (Organization information)
- Section 7 (Excel Budget Pages and Ratio Analysis)
- List of Upcoming Year's Arts Programming/Guest Artists
- Current Staff List
(include titles of all staff members with their areas of responsibility)
- Board of Directors
(list of board members with their areas of responsibility)
- IRS Letter of Determination
(copy of first page only)

One printed copy of each:

- Financial Statement/Audit
- Signed Checklist

By signing this application, the Director and Board President/Chair for the applicant organization certify that all the information contained in the application package, including all CD files and support material, is true and correct to the best of their knowledge, and that the organization will comply with the requirements outlined in [Legal Requirements](#).

signature of Executive Director

date

signature of Board President/Chair

date