



# the conference for community arts education

FINANCIAL AID APPLICATION - DEADLINE: SEPTEMBER 30, 2008

\*PLEASE NOTE: ALL FIELDS ARE REQUIRED IN ORDER FOR YOU APPLICATION TO BE CONSIDERED.

Name	Title	\$ Amount Requested
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Organization	Annual Operating Budget	Y / N Guild Member?
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Street Address	E-mail Address
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City	State	Zip	Phone
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- For which event/s are you seeking assistance?
  - A PRE-CONFERENCE INSTITUTE (Oct 29)
  - CONFERENCE (Oct 30 – Nov 1)
- Is your organization tax-exempt (e.g. a non-profit organization or government agency)?  Yes  No
- Does your organization seek to provide high-quality, community-based arts education so that all people may participate in the arts according to their interests and abilities?  Yes  No
- Have you applied for a technical assistance / professional development or travel grant from your arts council and/or a foundation? If so, which one(s)? If not, why not?  Yes  No

5. What arts education programs are offered by your institution? (You may include an additional 1/2 page if necessary).

6. What do you hope to learn by participating? How will you apply what you have learned? (You may include an additional 1/2 page if necessary).

I certify that the information I have provided above is true.

Signature

Date

Please see reverse for application instructions.



# the conference for community arts education

FINANCIAL AID APPLICATION - DEADLINE: SEPTEMBER 15, 2008

## Who May Apply

Staff, faculty, trustees and other volunteers representing non-profit, community-based arts education organizations may apply for financial assistance to attend the Conference for Community Arts Education and Pre-Conference Institutes.

## Amount You May Request

The National Guild will consider requests for up to 50% of total conference and/or pre-conference institute tuition. We cannot underwrite travel, housing or other expenses.

Please DO NOT send payment for your conference and/or institute registration at this time. You will be contacted about the status of your application within 14 days of its receipt by the National Guild. The remainder of your registration fees will be due within 2 weeks of your notification.

## How to Apply

To apply for financial aid, you must:

- Complete the financial aid application on the reverse
- Attach a fully completed conference registration form *without payment*
- Nonmembers must attach a 501(c)(3) determination letter from the IRS or a letter certifying that your organization is a government agency
- Nonmembers must attach material describing your organization's arts education offerings (e.g. a catalog or course descriptions).

Return your completed application materials to:

Kelly McHugh, Program Associate  
National Guild of Community Schools of the Arts  
520 8<sup>th</sup> Avenue, Suite 302  
New York, NY 10018

Fax: 212.268.3995

## Process

Decisions will be made on a rolling basis, as applications are received. Applicants are strongly encouraged to submit their requests as soon as possible.

## Questions

Please direct questions to National Guild Program Associate Kelly McHugh at (212) 268-3337 ext. 12 or [kellymchugh@nationalguild.org](mailto:kellymchugh@nationalguild.org).