

Community Film Small Step Awards

2010 fiscal year (beginning July 1, 2009)

Applicant Fact Sheet

Colorado Creative Industries

1625 Broadway, Suite 2700 • Denver, CO 80202

Voice: 303/892-3802 Fax:303/892-3848

Must Be Typed or Computer Generated in Identical Format

Applicant: (legal name)		
Also Known As: (if applicable)		
Street Address:		
City:	Zip:	County:
Mailing Address (if different):		
Web site:		
Contact person:		Phone:
Email:		
Title:		
Elected government representatives: (see www.vote-smart.org)		
U.S. Congressional District #	Name of U.S. Representative:	
State House District #	Name of State Representative:	
State Senate District #	Name of State Senator:	

Project Title:	
Amount Requested:	
Date of Activity:	Final Report Due: (30 days after activity) _____
Project summary: In approximately 300 characters complete the following sentence: "If CCI funds are received, ..."	
What is the community or economic development goal your project is addressing?	
Estimated Individuals & Groups Benefiting:	
Number of arts professionals participating (filmmakers, photographers, artists, designers etc):	
Name and number of all participating partners:	

Project Budget:	
Expenses:	Income:
Salaries & Wages	CCI Grant
Supplies & Materials	Earned Income
Travel	Contributed Income
Other photography__	SubTotal Cash Income
Other _____	In-kind Contributions
Total Expenses	Total Income

Refer to the National Standard Coding worksheet at www.coloarts.org/grants/manage/codes to complete:		
I. Applicant Status:	II. Type of Activity:	III. Applicant Institution:
IV. Discipline Applicant:	V. Discipline Project:	VI. Arts Education:
VII. Project Descriptors:	VIII. Grantee Race:	IX. Project Race:

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Narrative Questions and Checklist

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Attach to the Small Steps Award Applicant Fact Sheet a one to two page narrative that answers the following questions:

1. What need in your community does this Small Steps proposal address?
2. What is the ultimate community or economic development goal that you are moving towards?
3. Describe your Small Steps idea that supports planning, educational and/or marketing activities, that will help you move towards the goal you have articulated above.
4. Who are the people or groups you will bring together during the grant year, what is their stake in reaching the goal, and how will they be involved in the proposed activities?

Small Steps Application Check list:

- Discuss Small Steps project idea with Laura Grey
- Complete the Community Film Small Step Awards Applicant Fact Sheet (above questions 1-4)
- Write a one to two page narrative answering the above five questions
- Complete and sign a W-9 Form
- Email or surface mail the packet to Laura Grey, Location & Community Specialist, laura.grey@state.co.us, 1625 Broadway, STE 2700, Denver CO 80202
- If awarded, document your activities with photographs, sample materials such as posters, media clippings, notes from your planning meetings or stories from your participants.
- Submit a Final Report no more than 30 days after the completion of your project.