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# MCKNIGHT FOUNDATION

	Strategic Fram	ework   Guidelines & I							
Organization Information Prop	osal Information Bank Informa	tion Authorization A	ttachments Revie	w My Application					
	Save & Finish Lat	er Submit							
	on you've provided so far and ication, click Submit to forward click Save & Finish Later.								
Organization Information									
Printer Friendly Version   E	mail Draft								
Required before final submission									
Tip: To take a break and/or s select the section name abov	save your work, select "Save & re or the "Next" button.	Finish Later." To navig	ate throughout this	application,					
These fields have been filled section if the information has	in advance with information you changed since then.	ou submitted with your	initial inquiry. Only	edit this					
* Describe your organization's For universities or government agencie	goals, major programs, activit ss, describe only the department or entity								
Word count 0 of 500									
* Which populations, communi	ties, and/or stakeholders are p	priorities for your work a	and how do you en	gage them?					
Word count 0 of 500		~							
* Total Annual Organization Bu Format as xx,xxx.	dget								

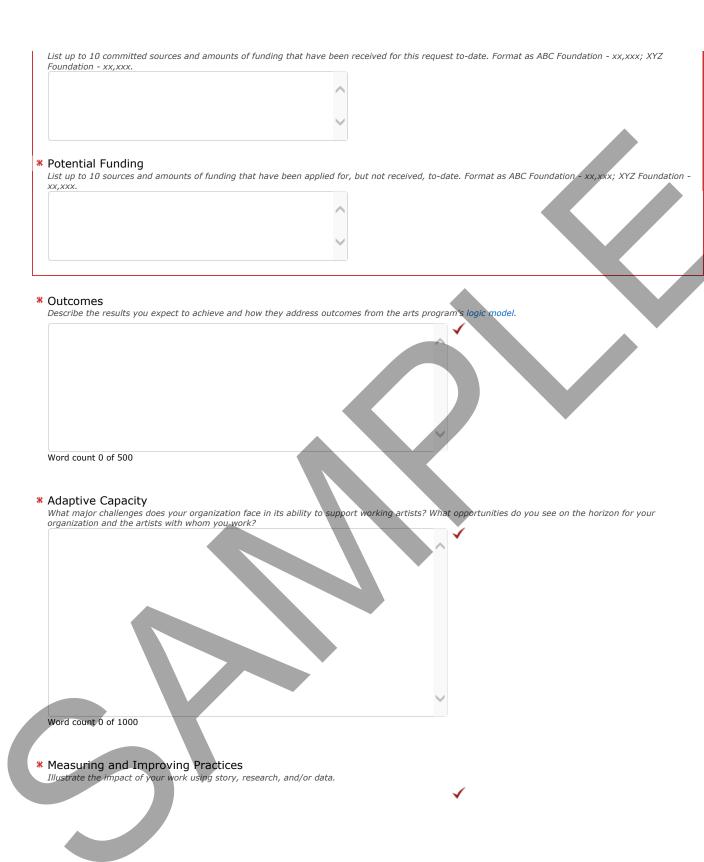
**Proposal Information** 

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 $\label{thm:continuous} \begin{tabular}{ll} Tip: To take a break and/or save your work, select "Save \& Finish Later." To navigate throughout this application, select the section name above or the "Next" button. \\ \end{tabular}$ 

	hese fields have been filled in advance with information you submitted with your initial inquiry. Only edit this section the information has changed since then.
*	Type of Funding Support Requesting  Select all that apply.
	Capital
	☐ General Operating
	□ Program/Project
w	Purpose of Request (one line)
•	Begin with the word "to" or "for," and do not include a period at the end of phrase (Example: "for general operating support" or "to build capacity").
	^
	Word count 0 of 35
*	Total Request Amount ** Number of Months Requesting Funding  Format as xx,xxx. Format as 12, 18, 24.
	For Multiyear Requests or Multiple Types of Support, Break out Amount(s)
	Format as year $1 = xx, xxx$ ; year $2 = xx, xxx$ . For multiple types of support, break out type and amounts per year.
	As a tool in informing our grantmaking, the arts program utilizes a support structure model, developed by
411	researchers at the Urban Institute, in the study Investing in Creativity. What support structures does your
	organization offer working artists? To view our support structure model, click here. If requesting project or capital
	support, please also use this space to further describe your project.
	^ '
	Word count 0 of 1000
	Total Program/Project Budget  Format as xx,xxx. Leave blank if requesting general operating support.
	Format as xx,xxx. Leave thank it requesting general operating support.
*	Percent of Budget Requested
***	What percentage of your total program/project budget (or organization budget if requesting general support) are you requesting from McKnight?
*	Committed Funds

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Word count 0 of 1000
Key Staff and Responsibilities List the names of key staff and their responsibilities. If additional staffing is needed, briefly describe the proposed new position(s).
Word count 0 of 500
Additional Proposal Information  Use this space for any additional information you feel is significant to your request and has not been addressed above.
osc uns space for any additional information you recens significant to your request and mas not been addressed above.
Word count 0 of 250
Additional URL  If applicable, provide an additional web address for online information related to your request.
Bank Information

Tip: To take a break and/or save your work, select "Save & Finish Later." To navigate throughout this application, select the section name above or the "Next" button.

The McKnight Foundation's payments are made electronically via the Automated Clearing House (ACH). In the event that a grant is approved, we need to have your organization's bank routing instructions to process your payment(s). Please be assured that your banking information will be protected and held in a secure location.

If your organization's routing instructions change at any time, please be certain to inform us.

### \* Finance Staff Full Name

Full name of financial person at your organization to contact if we have questions regarding your bank information.

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*	Finance Staff Email  Email address of financial person at your organization to contact if we have questions regarding your bank information.
*	Bank Routing Number (ABA #)  Must be nine digits. No periods, dashes, or special characters.
*	Name of Bank or Financial Institution
*	City, State Where Bank is Located Format as City, State.
*	Bank Account Number No dashes or spaces.
*	Type of Account (Checking or Savings)  Select from the drop-down menu. We cannot send ACH payments to investment accounts. Please ensure that your bank account is set up to receive ACH payments.  Checking
*	Bank Account Name Must contain name of organization.

By submitting this proposal, I authorize the McKnight Foundation (McKnight) to deposit payments directly to the account specified above (the Account) by initiating credit entries to the Account electronically and I authorize the financial institution named above to credit the same to the Account. If McKnight transfers funds to the Account in error, I authorize McKnight to direct the financial institution to return said funds, and I authorize the financial institution to debit the same to the Account. This authorization will remain in effect until McKnight has received written notice of termination from me, or an organization representative, in such time and manner to afford McKnight a reasonable opportunity to act on it.

## **Authorization**

Tip: To take a break and/or save your work, select "Save & Finish Later." To navigate throughout this application, select the section name above or the "Next" button.

By submitting this request to the McKnight Foundation on behalf of your organization's CEO (Executive Director/President), you attest that all relevant staff have reviewed this application and the information is accurate and complete.



# **Attachments**

There are no files attached.

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Save & Finish Later

Submit



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# MCKNIGHT FOUNDATION

	sion   Email Draft				
	Save	& Finish Later	Review & Subm	nit	
Organization Information	Proposal Information	Bank Informa	tion Authoriza	ation Attachments	Review My Application
		Strategic Fram	nework   Guide	lines & Instructions	Questions?   Logout

To complete your application, you must use the tool below to attach the following financial documents. You may only submit files as MS Excel or PDF.

- for all requests organization's budget for the previous year, showing actual income and expenses
- for all requests organization's budget for the current year
- for all requests statement of financial position (balance sheet), showing year-to-date actual assets and liabilities
- for all requests most recent certified financial audit (only if your organization is required to conduct an annual audit)
- for program/project, capital, or multiple types of support requests detailed budget for the first year of requested funding
- for program/project, capital, or multiple types of support requests statement of activities (income and expenses), showing year-to-date actuals vs. budget vs. prior year actuals (may be submitted in one report or separate reports)

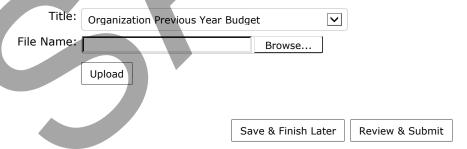
When files are ready for submission, use the tool below to attach each document to your application:

- 1. Choose the appropriate document "Title" from the drop-down menu.\*
- 2. "Browse" your computer to locate the completed file.
- 3. Select the file and click "Open," and your file will appear next to "File Name."4. Click "Upload" to attach the file to this application.
- 5. Repeat these steps to individually attach each required file.

The top of your screen will display a list of files you have properly uploaded for submission.

### Upload

The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions (such as "exe", "com", "vbs", or "bat") cannot be uploaded.



<sup>\*</sup>Each "Title" in the drop-down menu can be used more than once if any of your financial documents listed above are separate files.