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Fox Performing Arts Charitable Foundation Mission

The Fox Performing Arts Charitable Foundation fosters and promotes the performing arts in the St. Louis metropolitan area, encouraging audiences of all ages and from all walks of life to discover the joy and wonder of live theater.

Annually, the Foundation:

- Provides grants to performing arts organizations in support of their projects and programs
- Presents Kids' Night on Broadway and St. Louis Performing Arts Night at the Fox Theatre
- Underwrites Broadway Master Classes

2010 Grant Application Instructions

Fox Performing Arts Charitable Foundation will consider requests for Operating Expenses for a season of performing arts projects or for a specific performing arts Program or Project that will occur in calendar year 2010. Organizations that meet the following criteria may apply to the Fox Performing Arts Charitable Foundation for a grant:

- The organization must be tax exempt as determined by the Internal Revenue Service.
- The organization must be incorporated as a not-for-profit.
- The organization's FPACF-funded activities must be in the St. Louis region.
- The organization and its activities must not discriminate based on race, creed, ethnicity, religion, sex, age or national origin.

Application Requirements:

- Must be postmarked or hand-delivered no later than 5:00 pm, Friday, September 18, 2009 (Faxed or Electronic applications will not be accepted)
- Must be submitted on this application form
- Must be typed. No handwritten applications will be accepted
- Must include one original plus seven copies of the original application (Total of 8)
- Must have only one attachment, of your choosing. NOTE: Requests for funding for educational Programs or Projects must include a Study Guide which will not count against you as your one attachment. The original application and all seven copies of the application must each include the attachment and Study Guide, if applicable
- Must be three-hole punched or in sleeves that allow insertion into a three-ring binder. This applies to all documents including attachments

Each application should be assembled in the following order:

- Application Page 1
- Application Page 2
- One or two pages listing the key personnel for your organization and/or the project with a brief bio for each
- Application Page 3
- Application Page 4
- Projected Budget (Expenses and Income, including In-Kind)
- Actual budget report, with date, from a previous year if this project has been done before
- Application Page 5
- Attachment of your choosing
- Study Guide (Required only if funds are being requested for an educational Program)

Original application only should include:

- A one-page cover letter
- Letter of tax-exempt status from the Internal Revenue Service. (Applications may be submitted prior to IRS tax-exempt notification; however, funds will not be disbursed until Fox Performing Arts Charitable Foundation receives a copy of the IRS letter)
- State Non-Profit Certificate of Incorporation or most recent annual registration form. These are one or two-page documents. Please do not send Articles of Incorporation.
- Financial statement from most recently completed year

CHECKLIST:

- Cover Letter (with original application only)
- Original application form with the following Attachments A,B,C:
 - A. Letter of tax-exempt status
 - B. State Non-Profit Certificate of Incorporation
 - C. Financial statement from most recently completed year
- Seven copies of application form without Attachments A,B,C above
- Attachments included with all 8 application forms:
 - Key Personnel bios
 - Projected Budget
 - Actual Budget from a previous year, clearly dated (if applicable)
 - Attachment of your choosing
 - Study Guide (if applicable)
- ALL documents 3-hole punched OR inserted in sleeves ready to insert in a 3-ring binder
DO NOT send documents in binders, folders or with report covers
- Receipt of confirmation from the Foundation Office via e-mail or phone that your application arrived on time and was accepted by the FPACF