

ELIGIBILITY

1. ***If my organization is more than three years old, can I apply?***
No matter what your organization's age, you may apply if your group is not currently funded by our "Civic Partners," "Youth Arts" or "Neighborhood and Community Arts" funding programs.
2. ***I'm under the age of 18. Can I apply?***
Yes. We are happy to receive project ideas from young people! But you will need an adult who can sign the contracts and receive the funds on your behalf.
3. ***What if my project takes place in Seattle, but I or my group is based outside of Seattle?***
As long as your project or event takes place in Seattle or benefits Seattle residents you may apply. Please bring this issue to the attention of staff in your initial conversation.

PROJECT

1. ***Are all criteria for funding weighed equally?***
Yes. Priority consideration will be given to projects that serve or represent underserved communities and / or are not eligible for our other funding programs.
2. ***What do you mean by underserved community?***
Any community that might not have as much access to cultural opportunities due to age, geography, ethnicity, physical differences, income or other barriers. The more you can demonstrate why the communities you represent or plan to target are underserved and how your project will benefit those communities, the more competitive your application will be.

APPLYING

1. ***Do I have to have a business license to apply?***
No. But if your project is approved, you will need a city of Seattle business license to receive funding. For information on getting a business license in Seattle, call (206) 684-8484 or go to <http://www.cityofseattle.net/rca/licenses/Blicform.htm> . You may include this cost in your budget.
2. ***Whose contact information should be listed in the grant?***
Please provide contact information for the person who can best represent the project and take responsibility for making sure the project is completed and paperwork is submitted.
3. ***Who is considered the "Authorized Representative"?***
The person who is willing to sign all documents and take responsibility for the money if awarded.

FUNDING

1. ***What happens if I receive an award amount less than I requested and then can't do my project?***
Discuss this with a project manager. We know you may need to make changes. If the project cannot be completed with a partial amount and no other funding option is available, you can decline the award.
2. ***If funded, how soon will I get payment?***
City funding is awarded after your project is completed. Expect payment three to four weeks after all required documents, including your final invoice and report, have been received by our office. Missing documents or incomplete paperwork can delay payment.