

# 2019-20 ARTSWEGO PROJECT SUPPORT

Name of Department or Project Sponsor \_\_\_\_\_

Name of Project \_\_\_\_\_

Dates of Project \_\_\_\_\_

Location \_\_\_\_\_

<b>INCOME</b>	<b>Budget</b>
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<b>Internal Funding</b>	
Department Budget or Reserves	
Project Earned Income (Tickets, Fees etc.)	
Other	
<b>Total Internal Income</b>	-

<b>External Funding/Other</b>	
Grants (SCAC, Hart Hall, Foundations etc.) Private or Corporate Donations	
Other _____	
_____	
_____	
_____	

**ENTER AMOUNT BEING REQUESTED FROM ARTSWEGO**

<b>Total External Income</b>	-
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<b>Total Income</b>	-
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<b>EXPENSES</b>	<b>Budget</b>
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<b>Artistic Expenses</b>	
Artist Fee _____	
Artist Fee _____	
Artist Travel _____	
Artist Lodging _____	
Artist Hospitality* _____	
Other _____	
Other _____	
<b>Subtotal</b>	-

<b>Production and Other Direct Project Expenses</b>	
Technical Personnel Fees	
Equipment Rental _____	
Supplies _____	
Venue Fees (If off-campus)	
Other _____	
Other _____	
<b>Subtotal</b>	-

<b>Promotion and Administrative</b>	
Paid Advertising	
Posters, Fliers, Other Printed Matter	
Design, Copywriting, Other Services	
Other _____	
<b>Subtotal</b>	-

<b>Total Expenses</b>	-
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<b>Income Less Expenses (Must = 0 To Be Correct)</b>	-
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\*Please note, ARTSwego will fund artist meals and per diem but not receptions or banquets.

## **2019-20 ARTSWEGO PROJECT SUPPORT – Part Two**

**1. Describe the project and its importance to the campus and community. Does this relate to any special themes on campus?**

**2. What artist(s) will be involved? (Include links or URLs to any work samples, reviews or bios.)**

**3. Who is the primary audience for the project and what promotion, class involvement, or community outreach will ensure an audience? What is the anticipated attendance?**

**4. Who is responsible for carrying out the project, and what other partners are committed to the effort? If the project is submitted by an individual faculty member, have you discussed it with your department chair?**