

**CITY OF SAN DIEGO COMMISSION FOR ARTS AND CULTURE
CREATIVE COMMUNITIES SAN DIEGO
FY 2009 INTENT TO APPLY FORM**

The City of San Diego Commission for Arts and Culture invites qualified applicants who seek funds for eligible programs that occur between July 1, 2008 and June 30, 2009 to apply to the Creative Communities San Diego (CCSD) program for funding. All applicants must state their intent to apply by completing this form and returning it to the Commission. New applicants are strongly encouraged to discuss their intent to apply with Commission staff before submitting this form. Call Nigel Brookes, Arts Management Associate at 619-533-3052 or Teresa Holm at 619-533-3053 for assistance.

APPLICATION DEADLINE: **Friday, October 19, 2007** (postmark/hand-delivered by 5:00PM)
Applications received after the deadline will not be accepted.

Applicant/Organization

Contact Person/Title

Mailing Address

Telephone

Fax

Email

ELIGIBILITY WORKSHEET: Please check the boxes on that evidence your organization's eligibility.

- Yes, we have Nonprofit Status:** We are able to demonstrate proof of tax exempt nonprofit status under section 501(c)(3) or 501(c)(6) of the Internal Revenue Code or Section 23701d of the California Revenue and Taxation Code at the time of application.
- Location:** Our proposed project will take place within San Diego City limits.
- Track Record:** We have a three (3) year history of operations prior to the application deadline.
- Compliance:** Our organization is in compliance with all existing City of San Diego contracts.
- Matching Funds:** We are able to meet the City's required 3:1 matching requirement (for projects over \$30,000) or 2:1 matching requirement (for projects \$30,000 or less).
- Scheduling:** Our proposed project will occur between July 1, 2008 and June 30, 2009
- Fiscal Sponsor:** We do not have Non-Profit Status, but will apply under a Fiscal Sponsor that can demonstrate eligibility as referenced above. Our Fiscal Sponsor is ready, willing and able to enter into a contractual relationship with the Commission and will accept all liabilities for this project.

Please complete second page.

Our Organization Will Complete:

- LONG FORM** —————> Please respond to the Affidavit box below and submit this form.
- SHORT FORM** —————> If eligible for Short Form, please check the appropriate Short Form Eligibility Criteria box(es) before responding to the Affidavit box below:

Short Form Eligibility Criteria:

- Our organization has satisfactorily completed City contracts for three (3) or more consecutive years and that we were specifically under a CCSD contract in FY07 and FY08.
- Our project received a rank of 3+ or higher for FY 2008 CCSD.
- Have presented the same program or event for three consecutive years, at the same site, with the same key staff

Please Note: After **three (3)** consecutive years of submitting a Short Form application, a Long Form application is required.

LONG AND SHORT FORM AFFIDAVIT

- With the submittal of this form to the Commission, I acknowledge that the deadline for the FY09 CCSD application is Friday, October 19, 2007 and that late applications will not be accepted.***

Please Note: The deadline for submitting the FY09 OSP *Intent to Apply Form* is **August 20, 2007.**

Return this form to the Commission by email, fax, or ground delivery to:

Teresa Holm, Contracts Coordinator
City of San Diego Commission for Arts and Culture
1010 Second Avenue, Suite 555
San Diego, CA 92101-4998
Email: tholm@sandiego.gov
Fax: 619-533-3788