

**FINAL award amount for Fiscal Year 2017** is now available via the online application portal. On June 14, 2016, Mayor Faulconer signed the Fiscal Year 2017 Budget. The budget unanimously approved by City Council - included an increase to the Commission for Arts and Culture's budget!

To view your final award amount, follow the instructions below:

- 1. Go to **https://sandiego.cgweb.org/login.php** and log in using your organization's username and password.
- 2. Click on **"Current Programs and Applications"** on the left hand side bar.
- 3. Locate your [FY17 OSP] or [FY17 CCSD] application and **click on PDF.**
- 4. Scroll to **"Page 2: Organizational Information,"** to view your final award amount, located at the bottom of the page.
- 5. \*VERY IMPORTANT: Double check the contact information on your profile to make sure it is up to date. Update your profile information with current staff and contact information including MAILING ADDRESS to avoid missing valuable communication regarding the FY17 Contracts Process. IMPORTANT NOTE: The main contact person listed on your online profile will receive ALL email correspondence regarding the FY17 Contracts Process for your organization, so please make sure the appropriate person is listed. At this time, only ONE contact person can be listed. To do this, click "Edit Profile" on the left hand side bar. Once you have corrected any outdated information, BE SURE TO CLICK UPDATE at the bottom of the page.

If you experience technical difficulties using the online portal, please contact Whitney Roux, Arts and Culture Funding Programs Coordinator, at <u>wroux@sandiego.gov</u>.