



October 31, 2016

Dear Friends,

The Sausalito Art Festival Foundation is now accepting applications for its annual Leonard Kaprielian Grants program, open to eligible nonprofit organizations located in Sausalito. The Leonard Kaprielian Grants Program supports and sponsors art-related activities in the community. The deadline for applications is Thursday, December 1, 2016. Applications guidelines are enclosed and are also available online at <http://sausalitoartfestival.org/about-the-foundation/>.

If your organization has a project that meets the grant criteria, we encourage you to apply. If you know of other organizations that would benefit from this information, please feel free to share this announcement.

Past recipients of Sausalito Art Festival Foundation Leonard Kaprielian grants have included Friends of the Bay Model, Friends of the Sausalito Public Library, Golden Gate Opera, Sausalito Foundation, Sausalito Historical Society, Sausalito Woman's Club Scholarship Fund, Sausalito-on-the-Waterfront Foundation, Spaulding Wooden Boat Center, Willow Creek Academy and others.

The Leonard Kaprielian Grants program honors long-time Sausalito Art Festival Foundation board member and community volunteer, Leonard Kaprielian, and supports the Foundation's mission to encourage, promote, and support the arts for the community.

Cheers,

Paul Anderson

Managing Director

Sausalito Art Festival

The mission of the Sausalito Art Festival Foundation is to encourage, promote and support the arts for the community.



GUIDELINES FOR LEONARD KAPRIELIAN GRANTS

Last Updated: October 18, 2016

The Leonard Kaprielian Grants program honors long-time Sausalito Art Festival Foundation board member and community volunteer, Leonard Kaprielian, and supports the Foundation's mission to encourage, promote, and support the arts for the community.

The Foundation makes contributions ranging in size from \$500 to \$10,000 to eligible 501(c)(3) nonprofit organizations. Grants are given to nonprofits operating in Sausalito and to programs or projects that support, sponsor, or create art-related activities in the community.

Proposals must include ALL of the following:

- Brief description of the organization's mission and primary programs.
- Complete description of the project or program for which funding is being requested, including specific goals, intended audience, number of people served, and a timeline.
- Proof of 501(c)(3) status.
- Copy of the organization's most recent financial statements (audited if possible).
- Current operating budget.
- Program- or project-specific budget.
- Additional funding sources for the program or project with amounts specified.
- Names and affiliations of the organization's Board of Directors.

Please use the above checklist to ensure your proposal package is complete! Incomplete proposals will not be considered for funding.

Complete proposal packages should be post marked or delivered to the SAF Foundation office by 5:00PM on Thursday, December 1, 2016 to be eligible. Late proposals will not be considered. Phone solicitations are not accepted.

Submit by Email: Lexi Matthews, Operations Manager, lexi@sausalitoartfestival.org

Submit by Mail: Sausalito Art Festival Foundation, P.O. Box 10, Sausalito, CA 94966.

Submit in Person: 2400 Bridgeway, Suite 220, Sausalito, CA 94965

*(*please note: SAF office hours are typically Monday-Thursday between 11AM-4PM however we suggest calling the office ahead of time at (415) 332-3555 to make arrangements.)*

All grant proposals are reviewed and awarded by the SAFF Board of Trustees. Successful applicants will be notified in early January 2017.

2015 SAFF Grantees: We must have a 2015 Final Grant Report on file for your organization in order to consider a proposal for funding in 2016.

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