



FACE is an independent 501c3 nonprofit corporation supporting the Florence Events Center
Our mission, aspiration, and goal is to support Florence's Arts, Culture & Entertainment

PERFORMANCE GRANT REQUEST / GUIDELINES

Welcome to FACE! Our nonprofit actively encourages musical, theatrical, cultural, and educational performances with monetary grants and other support. We want your nonprofit group to achieve wild success with your event as we help offset your rental fees. Eligible groups are encouraged to apply for a grant once each fiscal year (01 July to 30 June 30), using these criteria:

1. Requesting Group (Applicant) is an officially registered 501c3 / nonprofit entity in the greater Florence area.
2. The grant is to be used to offset rental fees on a specific performance date at The Florence Events Center, **up to a maximum of \$750.**
3. A written request (below) should be received at the FEC prior to the event if possible. An in-person presentation explaining the event to the FACE board would be appreciated.
4. In addition, the grant applicant will meet the following requirements:
 - a. A representative will attend at least one FACE board meeting during the calendar year.
 - b. A FACE member will be invited to address the audience prior to the beginning of the event, and to staff an information table in the lobby during the event, and/or to have the event producers mention FACE from the stage/podium as an event sponsor.
 - c. FACE will be acknowledged in the applicant's written material (programs, fliers, etc.) and will be provided a free advertisement within their program for the event commensurate with the advertiser or contributor value level of the grant dollar amount.
 - d. The applicant will provide FACE with a pair of complimentary tickets to the event.
 - e. After successful completion of the event, the applicant will provide a copy of their Paid in Full FEC rental invoice to FACE. FACE will issue a check to the applicant.

Grant Applicant: _____ 501c3/Fed Tax Number: _____

Rep./ President: _____ Rep./President Signature: _____

Date of Event: _____ Performance Type: _____ **Amount Requested: \$** _____

Phone: _____ City: _____ State: ____ Zip: _____ Email: _____

Event Entry Fee \$: _____ Open to Public? Y/N Flat Floor ____ Theater__ # Group Vols: _____

Briefly describe event goals and how a FACE performance grant will help. Attach an extra sheet if needed.

FACE | 715 Quince Street | Florence, OR 97439 | 541/ 991-8811 | FlorenceArts.org

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