



Forest Grove Public Arts Commission Sponsorship Opportunity

Sponsorship Guidelines:

- Provide financial support for Arts Events in Forest Grove
- Eligible activities include, but are not limited to music, dance, literary arts, fine arts, crafts, film and theatre arts
- Clubs and organizations may apply.
- Schools in the FGSD are eligible to apply; the event must take place in the school district boundaries.
- Request must be submitted two weeks prior to a regular Public Arts Commission (PAC) meeting (held the 3rd Thursday of each month) to be considered.
- The contact person must attend the PAC meeting to present the request and answer questions; this should be at least month prior to the event.
- Funds are given up front, prior to the event.
- PAC must be recognized at the sponsored event and printed on advertising material. The PAC logo will be provided.

Sponsorship Criteria:

- PAC will only sponsor events (or a portion of your event) that are consistent with our mission and objectives.
 - Each sponsorship will include clearly stated objectives and outcomes.
 - Each sponsorship will enrich the greater Forest Grove Community.
- Send Application to: Public Arts Commission, P.O. Box 326, Forest Grove, OR 97116
Or Email Application to PublicArtsCommission@ForestGrove-or.gov*
- Within 30 days of the funded event, the applicant is required to submit the Report to City Hall, Attention: Beverly Maughan, PO Box 326, Forest Grove, OR 97116 or emailed to bmaughan@forestgrove-or.gov.*
- Sponsor will be required to track and report diversity of participants and attendees as well as how the event advanced racial equity, diversity, and inclusion of the most vulnerable.*

Please print clearly or type your responses.

Project Name: _____ Organization: _____
Contact Name(s): _____ Contact Phone(s): _____
Address, City, State, Zip: _____
E-Mail Address: _____
Date of Project(s): _____ Time: _____
Location: _____



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1) Description of the event and how the funds will be spent. (Please include who your targeted audience is):
(50 words or less)

2) How will your event enrich the community and how is it consistent with our mission and objectives?
(50 words or less)

3) Total Amount Requested From PAC (not to exceed \$500): \$ _____

4) How will PAC be recognized: _____

Signature of applicant(s): _____

Date Application Submitted: _____

Note: The Forest Grove Public Arts Commission makes every effort to ensure that a representative will attend all events sponsored in part by PAC, so notification in writing of changes in date/-time are required to be sent, or emailed to the addresses in the criteria on this application. If the funded event does not occur as scheduled, the event must be rescheduled and completed within 60 days of the originally scheduled event or the sponsorship will need to be repaid.