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SEATTLE, WA 98104  
**4CULTURE.ORG**

# Art Projects for Groups | Application Worksheet

**IMPORTANT NOTE:** Applications must be submitted online through [apply.4culture.org](https://apply.4culture.org). This worksheet is for preparing your answers.

**DEADLINE: Wednesday, March 11, 2026 at 5:00 PM Pacific.**

## Steps to Apply

1. Review the [Guidelines](#).
2. Make sure you meet the eligibility requirements.
3. Create your [apply.4culture.org](https://apply.4culture.org) grant portal account.
  - a. Watch the [tutorial video](#) for assistance.
  - b. For account support, contact Bella at [bella.monju@4culture.org](mailto:bella.monju@4culture.org) or (206) 477-9879.
4. Complete all account requirements:
  - a. Update your account, address, and profiles.
  - b. Complete your [Demographic Update](#) survey.
5. Complete and submit your application!
  - a. For online application support, contact Elly Fetter at [elly.fetter@4culture.org](mailto:elly.fetter@4culture.org).

## Tips for Success

- Read through the [full application](#) below.
- Attend a workshop or watch the tutorial videos in the [Guidelines](#).
- [Read a sample application](#) that received funding.
- Make a list of everything you need.
- Draft your application in this worksheet or a separate document (Word, Google Doc, etc).
- There is no word count limit, but please consider the suggested word count and be concise!
- Save a Draft constantly once you start the online application!
- Ask for support.
- Give yourself plenty of time!

# Application Worksheet

## PROJECT SUMMARY

### Project Title\*

**TIP:** This can be a draft or working title.

### Short Project Description\*

**TIP:** Provide a summary and reference for the panelists—like an elevator pitch!

## DISCIPLINE

Select one (1) discipline that best fits your project. Multi-disciplinary projects should select the most prominent one.

– Select –

- Dance
- Literary
- Media
- Music
- Theater
- Visual

## NARRATIVE

We fund these grants through a competitive process. A panel of local artists and art professionals reviews all eligible applications based on the five (5) Core Criteria and the one 1 Artistic Impact criteria you select below. Please frame your responses to the following narrative questions with the criteria in mind.

There is no word limit, but please consider the suggested word count and be concise.

### Project Description\*

Please provide an introduction and overview of your project. Help the reviewers imagine your project. Please describe the project, the artistic medium, and when and where it will take place.

**Select one (1) Artistic Impact** criteria and explain how your project will meet this artistic goal and impact. [See the guidelines](#) for a full description of the Artistic Impact criteria options. (Suggested 250 word count)

**CRITERIA:** Artistic impact, Advancing equity

**TIP:** Imagine you are telling a friend about your project and what it will be like to experience the project. For the Artistic Impact, contact us if you are not sure what criteria best fits your project.

- Select -

- Continuity
- Growth
- Engagement

### Public Benefit\*

How will county residents and visitors be able to enjoy, experience, or benefit from the art or artmaking? How many people will benefit from the project? How will the project be made accessible to many ages, disabilities, languages, and communities? (Suggested 250 word count)

**CRITERIA:** Public benefit, Advancing equity

**TIP:** We know it might be unusual to think of your work as having a “public benefit,” since art is an essential form of expression. In some ways, the county is using local taxes to pay you to create a project for the public. This is your opportunity to share how the public will access the work and why that is important.

### Qualifications\*

Please describe your group’s experience, expertise, or accomplishments that show an ability to successfully manage and complete this project. This can include past projects of a similar scale, formal or informal education or training, and personal experiences.

If your group does not have art as its core mission or purpose, you must have a formal partnership with an artist or arts group. Please include the lead artist's relevant experience as well. If awarded funding, you may be required to submit a written agreement.

If any members of your group are staff at a Sustained Support organization, please let us know. This grant cannot fund projects produced or funded by Sustained Support organizations. (Suggested 250 word count)

**CRITERIA:** Quality and qualifications, Feasibility

**TIP:** Show the panelists that your group can complete this new project. Describe a recent project and mention your Work Samples.

## Fiscal Sponsorship (optional)

If your group plans to work with a [Fiscal Sponsor](#), please click the "Select" button below and search for your fiscal sponsor. Choose "Other" if you do not see your fiscal sponsor or you are still looking for one.

**TIP:** *Your group does not need to be nonprofit, but you have the option to work with a nonprofit fiscal sponsor if you receive the award. Not sure what this means? Click the [link above](#) or contact us!*

## Project Plan\*

Provide a basic timeline for your project: what are the key steps you need to complete the project and when do you plan to finish each? How will you invite the public to attend or participate?

How would you scale down or alter your plan if you do not receive the full funding request and other pending income? (Suggested 250 word count)

**CRITERIA:** *Feasibility*

**TIP:** *The timeline can be a simple list with approximate dates. Share specific examples of how you will invite the public. The more detail, the better!*

## Advancing Equity (optional)

[4Culture's Mission](#): With a focus on racial equity, 4Culture funds, supports, and advocates for culture to enhance the quality of life in King County. We envision a county where culture is essential and accessible to all.

Does your project specifically benefit communities of color and/or historically marginalized communities in King County? If so, how and why? Does the project collaborate with members of these communities, and if so, how? *This is not a requirement to be eligible for funding.* (Suggested 250 word count)

**CRITERIA:** *Advancing equity*

**TIP:** *Answer this section if your project has a major focus on equity. Otherwise, feel free to skip this optional section.*

## BUDGET

Please provide the anticipated project expenses and income in the categories below. Hover over the category title for a brief explanation. Skip categories that are not relevant.

Under Income, select your 4Culture funding request in the amount of \$2,500, \$5,000, \$7,500, \$10,000, \$12,500, or \$15,000.

Your total project expenses must equal your total project income. In other words, the budget must demonstrate that the project is financially possible. Use the Project Budget Notes section to provide details.

**CRITERIA:** *Feasibility*

**TIP:** *Show the panelist that you have a detailed plan for how much the project will cost and how you will pay for it. This is just a plan, and 4Culture understands that plans and budgets may change.*

### Project Expenses

- People
- Services
- Supplies
- Promotion
- Transportation/Shipping
- Planning
- Fundraising
- Equipment/Fixtures
- Documentation/Assessment
- Other

### Project Income

4Culture requests must be a fixed amount of \$2,500, \$5,000, \$7,500, \$10,000, \$12,500, or \$15,000.

- 4Culture Request
- Applicant
- Foundations
- Corporations
- Government
- Individual Donors
- Earned
- In-kind
- Other

**Total Expenses: \$0**

Must equal

**Total Income: \$0**

### **Project Budget Notes\***

Please provide more detail on your budget. How would your requested 4Culture funding be used? Please provide any important specifics about the expenses and income listed above, as well as any purchases, research, or developments to date.

**TIP:** *A very important section! Provide details and share how you would use our public grant funds. Without these notes, the panelists will only see numbers.*

## **VENUE**

If you know where your project will take place, please provide the name, address, and council and legislative district of the venue or location. If you do not have a confirmed venue or have multiple, skip down to Project Venue Notes.

**CRITERIA:** *Feasibility, Public benefit*

**TIP:** *You do not need to have a venue finalized, but this will help the reviewers see if you have a plan for a public event.*

- Name
- Street
- City
- State
- Zip
- Venue Council Districts ([find district here](#))

### **Project Venue Notes**

If you do not have a confirmed venue, where are you in the process of finding a venue, and/or what is your ideal type of venue and why? If you have multiple venues, please list them here.

## WORK SAMPLES

You must submit samples of past work that best demonstrate your qualifications for your project. We recommend prioritizing your work samples by selecting the most relevant to your proposed project—in scope, scale, complexity, or subject matter.

**Work samples must be under 5 minutes or 5 pages total.** For longer work samples, please note what section should be reviewed in the Work Sample Description. To resize files to under 2MB, you can use free websites like [Image Resizer](#) and [PDF Resizer](#).

**Files will upload when you save as a draft.** Uploaded attachments will appear as a list below the upload section after you save. To delete any accidental uploads, click "delete" next to the listed file and save.

**CRITERIA:** *Artistic impact, Quality and qualifications, Feasibility*

**TIPS:** *Double check your links and files. Remember to include a description for each in the Work Sample Description section.*

## WORK SAMPLE LINKS

Please provide a website URL for video and audio work samples: YouTube, Vimeo, or Soundcloud only. Links must be public or unlisted (no password). Type in the URL only.

**Video and audio must be under 5 minutes.** For longer work samples, please note what section should be reviewed in the Work Sample Description.

- Link 1
- Link 2
- Link 3

## WORK SAMPLE FILES

Please upload your 1 document or up to 10 images: JPEGs, PDFs, DOC, or DOCX under 2MB each. Documents must be under 5 pages. For longer documents, please note what section should be reviewed in the Work Sample Description.

- Document 1
- Image 1
- Image 2
- Image 3
- Image 4
- Image 5
- Image 6
- Image 7
- Image 8

- Image 9
- Image 10

## WORK SAMPLE DESCRIPTION

Please provide the following information for all work samples. List the work sample descriptions in the order you want the reviewers to view them.

**TIP:** Put the most important work samples on top! If you want to describe the work samples in more detail, please include this in the Qualifications section.

- Title of the work samples in the order in which they are to be reviewed.
- Date completed or if in-progress.
- Your role.
- A brief description, especially how it relates to your new project.
- If longer than 5 minutes or 5 pages, what section the panel should review.
  
- **Documents:** note if the samples are complete works, abstracts, excerpts, or a collection.
- **Images:** share the medium, dimensions, and image credits.

## SOURCE OF INFORMATION

### How did you hear about this grant program?

Select one. If you select "Other" please explain below.

- Web Search
- 4Culture enews or other email
- Facebook
- Instagram
- Twitter
- Other social media
- On the radio
- Print or digital ad
- From a friend or colleague
- Other, please explain:

## BEFORE SUBMITTING

Review your [account and profiles](#) to confirm they are correct. Inaccurate information may make your application ineligible.

Complete the [2026 Demographic Survey](#). The survey is located in your [account profiles](#) or you can directly access the [Organization Survey here](#). This is a requirement for all applications.

- By checking "I am ready to submit my application for review" you are confirming that you meet the eligibility requirements and have followed the application instructions for this opportunity. Ineligible, incomplete, or incorrect applications will not be reviewed by the panel.
- I have completed the [demographic survey](#) and my application. I am ready to submit my application for review.

## CONTACT US

### Art Projects for Groups

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### Art Projects for Individuals

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