

PROJECT SUMMARY

Which TumbleWords artist(s) will you be using? _____

Have you contacted the artist(s) and made the necessary arrangements? _____

Please provide the date(s) of the event(s): _____

Attach a short description of your project. Include information on who will be served by, or participate in the event, where and when the event will take place, what the TumbleWords roster artist will be doing for you, etc.

AUTHORIZING SIGNATURES The signatures of two separate individuals are required. Please sign in blue ink! To the best of the applicant’s knowledge, the figures, facts, and representations in this application and attachments are true and correct.

Project Director	Title	Date
Principal/Other	Title	Date

TUMBLEWORDS APPLICATION CHECK-OFF LIST

Please use this list to make sure you are submitting a complete and timely grant application. If you have any questions call The Writer's Voice at 406-248-1685.

_____ Have you contacted the TumbleWords roster artist(s) you wish to have for your event to discuss dates, schedules, artist fees for services, what they will be doing for you, etc.?

_____ Are you submitting your application at least 3 weeks before the scheduled date(s) of your project?

_____ Do you understand that a minimum of \$100 cash payment is due to The Writer's Voice, ten (10) days prior to the event? NOTE: In addition to the \$100 application fee, expenses above \$500 must be paid by the applicant.

_____ Have you arranged for lodging, meals and other expenses for the TumbleWords artist(s) to be provided by your organization or community?

_____ Do you have a copy of your completed application for your organization's files? (Be sure you send the original signatures to The Writer's Voice.)

_____ Have you reviewed the final report form to determine what information you will need to collect during your project to complete this report?

Please return to:

The Writer's Voice of the Billings Family YMCA
402 North 32nd Street, Billings MT 59101

406-248-1685 ext 231

FAX 406-248-3450

Email: cskinner@billingsymca.org