GRANT CONTRACT DOCUMENT CHECKLIST

FY2019-2020

INDIVIDUAL ARTIST PROJECT

Please refer to and use this checklist when assembling your agreement packet

___ Grant Agreement w/signature (4 copies w/original signatures on last page)
___ Schedule A and budget
___ Combined Grants Contract Schedules
___ Schedule Q (no signature needed, READ and RETURN with packet)
___ Insurance Waiver Letter (no employees, no vehicles used in this project)
___ W-9 Form. Remember to sign legal name and date
___ Copy of Business tax certificate (name must match resolution and legal name)
___ Public Art Advisory Form (if applicable)
___ Copy of RESOLUTION