

CIAG 2025-26 Supporting Documentation Checklist

REQUIRED OF ALL APPLICANTS

- Artistic Documentation
- Federal Form 990, 990-EZ or 990-N most recent or filed on or after December 31, 2022
- Maximum 2 Letters of Recommendation or Reviews written within the past 12 months that speak directly to your arts programming are **STRONGLY ENCOURAGED**

REQUIRED OF APPLICANTS WITH BUDGETS \$2M or more

- Financial Audit for most recently completed fiscal year ending on or after December 31, 2022

REQUIRED OF MUNICIPALITIES AND TRIBAL GOVERNMENTS

- Municipal departments and tribal governments must submit a reviewed financial statement or annual profit/loss and balance sheet information in lieu of 990

REQUIRED OF FISCALLY SPONSORED PROJECTS

- Revenue and Expense or Profit and Loss Statement of the annual operating budget for the sponsored program (NOT the fiscal sponsor, as you have already submitted fiscal sponsor's 990 and audit, per above)
- Model A fiscal sponsorship agreement

REQUIRED for ARTS ED PROJECT or LESSON/CURRICULUM BASED PROJECTS

- Sample lesson plan/agenda outlining the activities/work planned and scheduled during a workshop or class session is **STRONGLY ENCOURAGED**

OPTIONAL

- One piece of promotional material (Brochure, flyer, newsletters, etc.)