



CITY OF AURORA
2023 JOINT FESTIVAL FUNDING APPLICATION
*(Public event designed to educate, benefit, communicate, organize and/or connect
Aurora residents to build a stronger sense of community)*
COANFF@AURORA.IL.US

NAME OF EVENT _____

SPONSORING ORGANIZATION _____

FEIN OR STATE ID NUMBER _____

CONTACT NAME _____

PHONE (day) _____ **(evening)** _____ **(cell)** _____

EMAIL ADDRESS _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

DATE(S) OF EVENT _____ **TIME(S) OF EVENT** _____ **to** _____

LOCATION OF EVENT _____

DESCRIPTION OF SPONSORING ORGANIZATION _____

GOALS OF SPONSORING ORGANIZATION _____

DESCRIPTION OF PROPOSED EVENT _____

FUNDING SOURCES

If applicable, include ward and advisory board funds (“in-hand” means you have already secured the funds):

<i>Organization</i>	<i>In Hand?</i>	<i>Amount</i>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

ARE YOU CHARGING AN ADMISSION FEE (or asking for a “suggested donation”) TO ATTEND YOUR EVENT? ___ YES ___ NO?

(If YES) What is the amount of the admission fee or suggested donation? \$ _____

(If YES) What is the total amount you expect to receive from admission? \$ _____

(If YES) Explain the reason(s) you are charging an admission fee or asking for a “suggested donation” to attend your event: _____

IN-KIND DONATIONS and approximate value

<i>Item/Category Description</i>	<i>Approximate Value</i>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Event Funding (include donations, in-kind donations and admission fees) \$ _____

EVENT BUDGET:

<i>Item/Category Description</i>	<i>Estimated Cost</i>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL PROPOSED BUDGET	\$ _____

TOTAL FUNDING ASSISTANCE REQUESTED \$ _____ (maximum \$1,000)
(This amount cannot exceed 50% of the event budget)

NOTE: EVENTS RECEIVING FIFTY PERCENT (50%) OR MORE OF THEIR BUDGET FROM THE CITY OF AURORA (INCLUDING WARD FUNDS AND ADVISORY BOARD FUNDS) ARE NOT ELIGIBLE UNDER THIS FUNDING GRANT PROGRAM.

YOU MUST REACH OUT TO COUNCIL MEMBERS DIRECTLY IF YOU ARE SEEKING WARD FUNDS.

YOU MUST REACH OUT TO THE ADVISORY BOARDS DIRECTLY IF YOU ARE SEEKING FUNDS FROM THE AURORA AFRICAN AMERICAN HERITAGE ADVISORY BOARD, THE AURORA HISPANIC HERITAGE ADVISORY BOARD OR THE INDIAN AMERICAN COMMUNITY OUTREACH ADVISORY BOARD.



HAS THE EVENT BEEN HELD IN THE PAST? ___ YES ___ NO

IF YES, IN WHAT YEAR WAS THE LAST TIME YOU HELD THE EVENT? _____

WHAT WAS THE TOTAL EVENT ATTENDANCE THE LAST TIME YOU HELD THE EVENT? _____

WHAT WAS THE PERCENTAGE OF AURORA RESIDENTS IN ATTENDANCE? ___

HOW MANY TIMES HAVE YOU HAD THE EVENT? _____

WAS CITY OF AURORA FESTIVAL FUNDING PROVIDED FOR THIS EVENT PREVIOUSLY? ___ YES ___ NO

(IF YES) NUMBER OF YEARS _____

HAVE YOU EVER BEEN TURNED DOWN FOR FESTIVAL FUNDING? ___ YES ___ NO

IF YES, WHEN AND FOR WHAT REASON? _____

ARE YOU REQUESTING A COMMUNITY SERVICES BOOTH OR TABLE AT THE EVENT? ___ YES ___ NO

Return completed Application with signed Hold Harmless Agreement and Not-For-Profit Documentation via email: coanff@aurora.il.us; hand-delivered or mailed to Aurora City Hall, Community Services Department, 44 East Downer Place, 4th floor, Aurora, IL 60505 or by Fax: 630-256-3329

For questions, contact Dee Hakala during regular business hours at 630-256-3400 or email hakalad@aurora.il.us

REQUIRED ATTACHMENTS:

- Completed Application
- Signed Hold Harmless Agreement
- Not-for-Profit Documentation