

# 26951 - 2026 Cycle 1 Short Order Grant Application Components

## Application Details

Funding Opportunity:

26942-Short Order Project 2026-01 (Arts In Education, Dance, Multidisciplinary Arts/Culture, Music, Theater, Visual Arts and Local History)

Funding Opportunity Due Date:

Feb 1, 2026 4:00 PM

Program Area:

Project

Status:

Editing

Stage:

Final Application

Initial Submit Date:

Initially Submitted By:

Last Submit Date:

Last Submitted By:

## Contact Information

### Primary Contact Information

Active User\*:

Type:

Name:

Salutation First Name Middle Name Last Name

Title:

Email\*:

Address\*:

City State/Province Postal Code/Zip

Phone\*:

Phone ###- Ext. ### #####

### Organization Information

Status\*:

Name\*:

Organization Type\*:

Organization Website:

Address\*:

City State/Province Postal Code/Zip

**Phone\*:** ###-###-####

**Date when organization received 501(c)(3) federal tax-exempt status (mm/dd/yyyy):** (mmddyyyy)

## Project Information

Primary activities must fall within project period described in Funding Opportunity.

**Project Start Date\*:**

**Project End Date\*:**

**Select category that best describes project (selection influences which advisory panel reviews application)\*:**

**Date(s) during which community can attend and/or participate in project\*:**

**Specific venue(s) or location(s) where community will attend and/or participate in project\*:**

Estimate Number of Individuals Engaged or Served

Estimate Primary Community/Population Served

Ethnicity:

**Black/African American\*:**

**American Indian\*:**

**Asian American\*:**

**Hispanic/Latino\*:**

**White/Caucasian\*:**

**Other\*:**

**Combination of all ethnicities:**

Age Group(s):

**Youth (less than 18)\*:**

**Adult (18 to 30)\*:**

**Adult (31 to 60)\*:**

**Older Adult (60 plus)\*:**

Find your County Supervisor: <https://dcimapapps.countyofdane.com/supervisors/?page=Who-is-my-Supervisor%3F>

**Dane County Supervisory District\*:**

Indicates the communities your project will serve.

Additional notes about community/population served that explain selections. (Max. length is 50 words)

**Community/Population Description\*:**

Provide a one or two sentence summary that could be used in future press releases to describe your project. (Max. length is 50 words/1000 characters.)

Abstract\*:

Applicant Type\*:

Fiscal Receiver / Secondary Contact Information

Use this section to enter the contact information for your Fiscal Receiver, if your organization is using one. If you are not, you may use this section to provide information for an additional project contact person, if appropriate.

Fiscal Receiver:

Contact Person:

Title:

Mailing Address:

Phone:

Email:

How did you hear about this opportunity?:

Project Narrative

Describe who you are (applicant), project you plan to conduct, and how you will present to the community. (350 words maximum/3600 characters)  
Keep in mind that formatting of text (size, bold/italic, font variations) may increase the character limit. To maximize available characters, paste as plain text. If you have questions, do not hesitate to reach out to Augusta Brulla, brulla.augusta@danecounty.gov (608-283-1475)

Project Description\*:

Describe intended audience, marketing plans, and benefit to Dane County. (350 words maximum/3600 characters)

Audience & Public Value\*:

How will you know if project achieves goals and how will you measure its success? (350 words maximum/3600 characters)

Evaluation\*:

Budget

Project Expenses (Cash)

Category	Explanatory Notes (25 char. limit)	Expense Covered by Grant	Cash Expense Amount	Total Expense
Expense 1				
Expense 2				
Expense 3				
Expense 4				
Expense 5				
Expense 6				
Expense 7				
Expense 8				

Requested Percentage

Percentage of Expense Covered by Grant:

Project Income (Cash)

Category	Explanatory Notes (25 char. limit)	Status	Amount
Income 1			
Income 2			
Income 3			

Income 4  
Income 5  
Income 6  
Income 7  
Income 8

**In-Kind (Non-Cash)**

Category	Explanatory Notes (25 char. limit)	Status	Amount
In-Kind 1			
In-Kind 2			
In-Kind 3			
In-Kind 4			

**Budget Narrative**

Additional explanation of budget figures. Be sure that any explanation of budget figures in this section matches the budget figures included above. (2,000 characters max)

**Budget Narrative:**

**Budget Summary**

**Total Expense Amount:**

**Cash Income Amount:**

**Expense Covered by Grant (Request Amount):**

**Budget Balance**

Expenses minus Income. **This should be \$0.00**

**Zero-Based Budget:**

**In-Kind**

**In-Kind Amount:**

**Attachments/Supplemental Materials**

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
IRS federal tax-exempt 501(c)(3) determination for your organization or fiscal receiver						
<b>Required for Applicants (Using a Fiscal Receiver Only)</b>						
Letter of Commitment from Fiscal Receiver						
<b>Required</b>						
Please make sure that this letter is signed (electronic is fine) and dated.						
Current Letter of Support #1	✓					

**Other Optional Attachments**

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
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Additional letter of support from the community at large (highlighting artistic quality/merit, public value, commitment, ability to implement successfully) – suggested especially for first-time applicants

Work Sample (such as: photos, videos, audio recordings, print media, curriculum, etc)

Logo or Image (to be used in listing project/program on a website if awarded a grant)

Other

## Authorization/Certification

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*Fields*

**Applicant/Authorized Official\*:**

**Title\*:**

**Date Signed\*:**