



CITY OF COACHELLA, CA

COMMUNITY BASED GRANT PROGRAM

APPLICATION FOR FUNDS REQUEST

Please Type Information and Print
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(Attach additional pages as needed, however applicants are encouraged to be brief.)

1. Application Funding Cycle: Date: 05/01/2025

July 1, 2024 - June 30, 2025

2. Total Amount Requested: \$ \$1,000

If requesting waiver of City fees or charges, please indicate the City service for which the waiver is being requested.

3. Proposed Program/Service of Funding Request:

Transportation to Palm Springs Art Museum for Family+.

4. Agency/Organization:
PALM SPRINGS ART MUSEUM

5. Mailing Address:
101 N MUSEUM DRV
City: PALM SPRINGS Zip: 92262

6. Telephone: (760) 322-4844

Fax:

7. Official Contact Person:

Name: Daniela Rojas

Title: Education and Community Engagement Manager

Telephone: (760) 322-4844

Fax:

E-mail: drojas@psmuseum.org

8. Does this organization have a non-profit status with the Internal Revenue Service (IRS)? ☐
Yes ☒ No ☐ (Attach documentation)
9. How long has this organization been in existence?
Over 50 years.
10. Has the organization previously received funding from the City of Coachella?
☒ Yes ☐ No
If yes, please identify the program/service, total prior grant allocation, and the fiscal year in which the funds were received.
Approximately \$1,200 in FY 22/23, \$1,500 in FY23/24
11. Is this request for a ☒ New or ☐ Existing program/service within the City?
12. What is the anticipated time frame to provide the proposed program/service and the expenditure of the requested funds?
Shuttle service to the museum will be on June 15th, 2025.
13. Describe briefly how the requested funds will be used.
Funds will be used to cover the cost of a charter bus to transport community members from the Coachella and Mecca library to and from the museum for a free event.
14. Will the program/service require additional funding sources? If so, identify all funding sources and provide the steps taken to acquire funding.
PSAM is covering all remaining funding for the program. Outlined in the attached budget.
15. If the program/service is planned to continue beyond the period provided by this grant, what funding plans are there to sustain the program/service?
The museum will continue to cover the yearly cost of "Art in the Library" to cover materials, supplies, workshop hosts, and refreshments.
16. How will the proposed program/service serve City of Coachella residents? Will the proposed program/service also serve non-Coachella residents? Please describe.
This service provides access to Palm Springs Art Museum for Coachella and non-Coachella residents for free- museum access and participate in all free art making activities provided by the museum.
17. Describe the characteristics of the clients the proposed program/service anticipates to serve (i.e. age group, gender, income level, ethnicity, etc.)
Families with transportation challenges, low-income, under served and under represented communities.

18. Attach a proposed budget for requested funds.

Authorized Official:

Title:

Signature: Daniela Rojas

Date: 5/1/25

Internal Revenue Service

Date: February 13, 2006

Palm Springs Art Museum Inc
PO Box 2310
Palm Springs CA 92263-2310

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Vaida Singleton
ID# 31-03018

Toll Free Telephone Number:
877-829-5500

Federal Identification Number:
95-1809576

Dear Sir or Madam:

This is in response to the amendments to your organization's Articles of Incorporation filed with the state on August 10, 2005. We have updated our records to reflect the name change as indicated above.

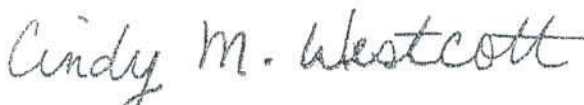
In September 1941 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Cindy Westcott
Manager, EO Determinations

Library Program Spring 2025

Palm Springs Art Museum hosts Family+ monthly on every third Sunday of the month where we welcome community members to participate in various workshops and activities led by local and regional artists. Family+ is free to attend and includes museum admission. Community members are invited to explore the museums permanent collection and special exhibitions, create art, and explore a new medium.

In previous years Palm Springs Art Museum partnered with local libraries to provide art boxes for community members to try new art activities with their families and introduce them to museum events and invite them to monthly Family+ program. In 2024 the museum hosted *Art in the Library* where 3 local artists hosted workshops of varying mediums at three libraries. This year, we partnered with the same libraries as the previous year with the exception of Mecca Library who is currently under renovations. Cathedral City Library partnered with the museum in place of Mecca Library.

Art in the Library was hosted this spring to invite community members to our Family+ on June 15, 2025, at Palm Springs Art Museum.

Coachella Library- April 22, 2025 – 39 attended

Desert Hot Springs- April 24, 2025– 18 attended

Cathedral City Library- April 23, 2025- 48 attended

Library Program Budget

Public Programs and Learning Manager - Planning - Final report	Salaried
Program Coordinator – museum staff - Planning - Event execution	Hourly- 100 hours
Art Educator (1)- 3workshops	\$1,500
Art Educator (2)- 3 workshops	\$1,500
Art Educator (3)- 3 workshops	\$1,500
Supplies	\$450
Printing and marketing	\$150
Mileage- museum staff	\$120
Charter bus- community transportation	\$1700
Total	\$8,920
Palm Springs Art Museum total contribution	\$7,220
Community Partner (Asking)	\$1,700

Palm Springs Art Museum recognizes its role as a community hub to engage, include, and welcome community members of the Coachella Valley and visiting neighbors. Every third Sunday of the month the museum hosts Family+ where we welcome community members from 12pm-4pm for various workshops and activities led by local and regional artists. Family+ is free for everyone and includes museum admission for the day. Community members are invited to create art, explore a new medium, and engage with the museum's art collection. Through intentional strategizing to engage communities who face geographic and transportation barriers when looking to visit the museum we took art workshops out of the museum and brought them to various community libraries.

Palm Springs Art Museum is partnering with libraries across the Coachella Valley to build connections between communities and museum programming. Through the library

program, we build relationships by hosting local artist workshops where community members can join free of charge. The structure of these workshops mimics our Family+ event that takes place in the museum every third Sunday of the month where families join us for workshops and activities. The largest barrier for families looking to visit the museum or attend a public program is transportation, which is why the museum is meeting community members in their cities of residence.



May 5, 2025

Dear City of Coachella,

We are pleased to submit documentation in support of the Art in the Library- Library Program, as part of our shared commitment to its success. We are writing to confirm that we have secured a 1:1 match commitment toward the project, as required.

Please find the attached project statement detailing the source and allocation of the matching funds. We hope this will satisfy the necessary documentation requirements for your records and review.

If you have any questions or require additional information, please don't hesitate to contact me directly.

Thank you for your continued partnership and support.

Sincerely,
MarJon Hudson
Director of Advancement Operations
Palm Springs Art Museum
mhudson@psmuseum.org

FY25 Program Budget- Project Code 5520 Library Program

Palm Springs Art Museum, Inc.
General Ledger report
For Prior Month (04/01/2025 to 04/30/2025)

Posted dt.	Doc	Memo/Description	Department	Loction	JNL	Debit	Credit	Balance
Totals for 1011 - B of A Operating						4,500.00	9,000.00	(15,251.78)
1230 - Grants Receivable (Balance forward As of 04/01/2025)								(1,500.00)
Totals for 1230 - Grants Receivable						0.00	0.00	(1,500.00)
3101 - Net Assets (Balance forward As of 04/01/2025)								
Totals for 3101 - Net Assets						0.00	0.00	
5520 - IND. Contractors (Balance forward As of 04/01/2025)								0.00
04/08/2025		Vendor Invoice: 04/09/2025 20:26:51:2494 Batch Summary Entry	D-0500	100	APJ	1,500.00		1,500.00
04/08/2025		Vendor Invoice: 04/09/2025 20:29:07:897 Batch Summary Entry	D-0500	100	APJ	1,500.00		3,000.00
04/08/2025		Vendor Invoice: 04/09/2025 20:30:29:1006 Batch Summary Entry	D-0500	100	APJ	1,500.00		4,500.00
Totals for 5520 - IND. Contractors						4,500.00	0.00	4,500.00
Grand total						9,000.00	9,000.00	(1,500.00)