

Annual Grant
Partnership Support FY 2025

City of Kingsport Office of Cultural Arts
A-2401-21647 | \$30,000.00

Annual Partnership Support

Status: Application

Application NOT submitted

This application has not been submitted.

Please fill out the application in its entirety. Check that all sections are completed. Save often and then click Submit. After you press save and submit, refresh your browser and check this box to see if your application was successfully submitted. If you continue to see this red box, your application has not been submitted.

If you receive a generic compliance warning and cannot identify missing information, check for REQUIRED DOCUMENTS near the bottom of your application.

▼ APPLICANT PROFILE

When you are editing the form, remember to click the Save button before navigating away—the form will not auto-save.

Fields marked with an asterisk* are required.

*Fiscal Year:	2025
Grant Category:	Partnership Support
*Is this your first time applying for Commission Funds?	No
*Are you applying as:	Entity of Government

Organization Name:	City of Kingsport Office of Cultural Arts
Primary Contact:	Kristie Leonard
Primary Signatory:	Patrick Shull

▼ SAVE APPLICATION

After filling out the "Applicant Profile" section, make note of your application number (example: A-1610-01021, A-1611-01101, etc.) and save the application. You may then select the EDIT button at the top of the screen and continue filling out the application.

Save your work frequently! If you leave this page, this application may be found in your grantee portal under the "Draft Applications" link on the navigation menu to your left. You may select your application, click the EDIT button, and continue filling it out.

When you are editing the form, remember to click the "Save" button before navigating away. The form will not auto-save. **Fields marked with an asterisk* are required.**

▼ PROJECT/PROGRAM DESCRIPTION

***Project Title:** Annual Partnership Support

***Funding Description:**

General operating support for the Kingsport Cultural Arts office which manages cultural spaces, public art and provides creative programming for the City of Kingsport.

Date(s) of Project Activity (must be between July 1, 2024 and June 15, 2025)

***Project Start Date:** 7/1/2024

***Project End Date:** 6/30/2024

***Number of days the project activity will occur:** 365

***Estimated Number of Adults Engaged:** 132847

***Estimated Number of Youth Engaged:** 87203

***Estimated Number of Total Individuals Engaged:** 220050

Media organization or media based project? No

***Estimated Number of Artists Participating:** 35

Underserved Participants

Estimate the **percentage** of this project's audience that is "traditionally underserved or underrepresented." Be realistic in your estimate of populations of each underserved demographic benefiting as directly served. Underserved and underrepresented audiences may cross county lines. Percentages should reflect those individuals primarily reached in the "Estimated Total Individuals Benefiting" section.

% who are children (under 18): 40%

% who are people of color: 15%

% who are living in rural communities or isolated settings: 30%

% who are people with disabilities: 20%

% who are senior citizens (65 and over): 55%

Proposed Project Accessibility Statement

The Commission is committed to providing access to the arts for traditionally underserved artists and constituents, including people of color, people with disabilities, children, people living in rural communities or isolated settings, and senior citizens. In the space provided, indicate efforts made by your organization to include underserved artists and audiences in your proposed project/programming.

:

In accordance with the requirements of Title II of the Americans with Disabilities act of 1991, the City of Kingsport will not discriminate against individuals with disabilities on the basis of disability in the city's services, programs or activities.

See full statement here:

<https://www.kingsporttn.gov/site/accessibility-statement/>

The Kingsport Cultural Arts office takes care when programming to address our underserved constituents. The City of Kingsport has programmed to support diversity through the presentation of specific exhibits and through work with minority and international organizations. All programs can be accommodated for the deaf or hard of hearing and those with mobility challenges.

▼ Project Discipline Item Details

*Project Discipline:	14 Multidisciplinary
*Type of Activity:	Institution/organization support - 11
*Strategic Outcome:	Livability: American Communities are Strengthened Through the Arts.
*Arts Education:	50% or more of this project's activities are arts education directed to: adult learners (including teachers and artists)

NARRATIVE INFORMATION

*ACTIVITIES

Explain all activities for the fiscal year for which funding is requested. Include information about planning procedures and accessibility. What goals do you wish to accomplish? You will be asked to report outcomes if awarded funding.

Activities Narrative:

The Kingsport Cultural Arts office manages cultural spaces, the city's public art program, and provides community engagement and economic development through the arts.

These cultural spaces include the Renaissance Center, Kingsport Farmers Market and Kingsport Carousel. The Kingsport Cultural Arts office collaborates with multiple community organizations and partners to bring programs to the City of Kingsport.

The Renaissance Center is a multi-use facility that is home to the Kingsport Senior Center as well as the Kingsport Art Guild, Kingsport Theatre Guild, Suzuki Talent Association and Symphony of the Mountains. The Renaissance Center also has an art gallery and theatre. The Kingsport Theater Guild provides 8 community productions annually in the theatre and the Kingsport Art Guild provides 4 art shows during the year.

The Kingsport Cultural Arts office presents the Tri-Cities Civil War Round Table presentations during Fun Fest and Tuba Christmas during the holidays. Festivals include Christmas Connection featuring 65 local and regional artists with over 4,000 customers during a 2 day show and the upcoming year will feature the inaugural Kingsport Arts Festival. KCA also plans to implement an inaugural winter concert series hosted at the Renaissance Center, Evening at the Market concert series and year long events/programming around the Kingsport Carousel 10th birthday celebration.

The Kingsport Farmers Market is utilized by local vendors on Wed and Sat mornings April-November and provides a place that local farmers and artisans can sell their goods directly to the public. The farmers market features live music and dance performers monthly through their Market Jams program along with artisan, cooking and gardening demonstrations. The farmers market also features other events and programming throughout the season.

The Kingsport Carousel has been voted best birthday party venue in 2019, 2020, 2022 and 2023 and was recently featured in Reader's Digest. The Kingsport Carousel hosts an annual birthday party and newly added programs such as Christmas in July and Carousel Christmas party.

The Sculpture Walk has become a signature and beloved program in Kingsport. This program consists of temporary art pieces in Kingsport and the public is encouraged to walk through town and explore these pieces. Through this program the city has hosted over 90 different artists from across the U.S. and the city has purchased 18 pieces from these various

exhibits for the permanent public art program. Sculpture Walk will go from a yearly installation to every 2 years with its anticipated return this spring!

The City of Kingsport purchased and renovated a building downtown for a new city hall which was occupied by city employees in 2021. This newly renovated building offered a great space for what is now our Circle Gallery which features local artists in a rotation throughout the year.

In partnership with Engage Kingsport, Kingsport Archives, Downtown Kingsport Association, Kingsport Chamber, Bays Mountain Park, Kingsport Public Library and Visit Kingsport the Kingsport Cultural Arts office is also working to install additional murals in alleyways downtown, revive the existing Heritage Trail, perform maintenance of permanent art pieces, provide updated signage for permanent art pieces, install permanent art pieces at Bays Mountain Park and the Kingsport Public Library.

The Kingsport Cultural Arts office is also working with the Kingsport Public Schools to partner on a community project with student involvement.

The Kingsport Cultural Arts office is working with Engage Kingsport to support initiatives with their current grant funding.

The goal of the Kingsport Cultural Arts office is to help promote local artists and the artistic community while driving engagement and interest in the arts. This will be accomplished in part by expanding our partnerships, increasing our presence in the community and gathering citizen feedback on what is lacking in our community.

***PARTNERSHIPS**

Describe how your organization utilizes public and private partnerships and the value of these partnerships to the community.

Partnerships Narrative:

Resident art groups of the Renaissance Center include Symphony of the Mountains, Kingsport Art Guild, Kingsport Theatre Guild and Suzuki Talent Education of Appalachia. All of these organizations produce their own programs and collaborate with the Kingsport Cultural Arts office for use of the facility. The staff of the Kingsport Cultural Arts office serves to connect the community at large with these and other art organizations and creative activities of the city. As part of the AEP6 program, the Kingsport Cultural Arts office partnered with each of these organizations to collect surveys and through partnership with Engage Kingsport are working with these organizations to create and promote new arts programming.

Since 2018 the Kingsport Cultural Arts office has partnered with the City of Kingsport Storm Water Department and Keep Kingsport Beautiful to select local artists to paint storm drains in Downtown Kingsport. These installations encourage the understanding of keeping debris out of storm water drains which flow directly to rivers and can have profound impact on the environment.

Partnered with Fun Fest and Keep Kingsport Beautiful for the Fun Fest trash barrel paint in event. A local company donates paper trash barrels to use during the 11 day Fun Fest event in Kingsport. Prior to the opening of Fun Fest, around 1000 artists of all ages comes out to paint these trash barrels for usage at all festival events. There is a contest for each age category and family categories for the best painted barrel. These barrels brings an artistic flair to the festival while encouraging festival goers to dispose of their trash properly.

In 2023 the Kingsport Cultural Arts office hosted the G.O.A.T. Festival. The event was hosted at the Kingsport Farmers Market in collaboration with Create Appalachia, Kingsport Art Guild, Engage Kingsport, Inventor Center, Visit Kingsport and the Downtown Kingsport Association. This Greatest of All Time festival featured local art vendors, art demonstrations, an art mural the public could assist in painting, carousel tours and rides, and a brand new public art project. The public art project offered sponsorship of 10 fiberglass goats that were painted by local artists for public display in downtown Kingsport.

In 2023 The Kingsport Cultural Arts office in partnership with Visit Kingsport and the Downtown Kingsport Association hosted Christmas in Kingsport. This event included programming from local performing organizations in 2 downtown parks that were beautifully decorated with over 50 trees in each park. There were opportunities to attend live performances during December which included the Kingsport Ballet, Kingsport Theatre Guild, Lamplight Theatre, Dobyens Bennett High School jazz band and the John Adams Elementary School children's choir.

***COMMUNITY SERVED**

Describe the community that your organization serves.

Community Served Narrative:

Kingsport serves a rural population in Appalachia that includes people that live in Sullivan, Hawkins and Hancock counties, also nearby Virginia counties such as Scott, Lee, Wise and Russell. There is a long-standing tradition of these southwest Virginia populations coming to Kingsport for retail and entertainment. Kingsport has a population of just over 50,000 and was founded as a modern industrial community. Industry continues to dominate the landscape but there is a new understanding of the creative and educational resources of the employees of this industry and a desire to harness those resources to develop new products or businesses through entrepreneurial pathways.

The county and region lacks diversity with almost 95% population identified as white. Median household income is less than the state average and 5 of 6 elementary schools and 1 of 2 middle schools qualify for federal funding under the Title I definition for disadvantaged students. With many retirees in the area, there is a high percentage of senior citizens in the community at around 55%.

The goal of the Kingsport Cultural Arts office is not only to promote our own creative community, but also to enrich the industrial town with cultural arts from all over the United States. Many of the programs are specifically designed to provide access to diversity in thought and experience that might not otherwise be available.

As the state of Tennessee is seeing a surge of families moving to the state, the demographics of Kingsport is starting to change. There are new businesses and renovated venues opening in the downtown area that is bringing a much needed diversity to the area. Breweries, bakeries, restaurants and boutiques are drawing in new visitors to the downtown area.

***EVALUATION**

Explain how you will evaluate the success of the project or program(s) for which you are requesting funds and the value it adds to the community being served. Be Specific. You will be asked to report on the outcomes if awarded funding.

Evaluation Narrative:

Programs offered begins with citizen input. The input can be directly through a citizen or organizational request initiated by the Kingsport Cultural Arts office or other city administration.

All programs are reviewed after an event. Attendance, financial information, participant enrichment and experience are all factors of success.

Questionnaires are prepared before an event and administered at or after an event to assess participant experience, for example Christmas Connection and G.O.A.T. festival both had questionnaires administered.

Engage Kingsport and the Public Art Committee also assist the Kingsport Cultural Arts office in reviewing programming and providing input of existing and new initiatives.

The Kingsport Cultural Arts office has undergone a reboot in the past year. The Special Event and Farmers Market manager has combined operations with the Kingsport Cultural Arts office to now include those operations in one department. As a result of this reboot, the Kingsport Cultural Arts office now has access to additional partners, events, and other resources that were not available to them before. The Kingsport Cultural Arts office has recently updated the website which now includes an area for citizen feedback, a directory for local artists, calendar of events, and information for area organizations. This reboot has also provided opportunities to update social media channels, dept. logo, branding and initiating new events, programs, and projects. This reboot has allowed the office to reintroduce their function to the community and has revived the public art program. As a result we also have a reenergized Public Art Committee and Engage Kingsport board.

▼ FINANCIAL INFORMATION**▼ THREE-YEAR CASH OPERATING BUDGET HISTORY****Year 1: Fiscal Year 2023**

(Most Recently Completed Fiscal Year)

Cash Only

Expenses: \$250,091.00

Revenues: \$174,690.00

Year 2: Fiscal Year 2024

(Current Fiscal Year)

Cash Only

Expenses: \$276,200.00

Revenues: \$174,690.00

Year 3: Fiscal Year 2025

(Projected Fiscal Year)

Cash Only

Expenses: \$276,200.00

Revenues: \$174,690.00

Variation Explanation

Explain any variation of 10% or more between the current fiscal year and your most recently completed fiscal year.

:

Budget adjustments were made to accommodate a change in personnel which included 1 upgraded position and adjustments to accommodate rises in costs/

Deficit Explanation

If last fiscal year expenses are greater than income, provide an explanation of: (a) How the shortfall was covered?
(b) What caused the shortfall and your organization's efforts to prevent its recurrence?

:

▼ **PROJECTED PROJECT EXPENSES**

▼ **Instructions**

Application-Specific Financial Requirements - Must Read

APS Applicants

- Enter the **Entire Budget** for the proposed project in the form below, **not** just the requested funds and a dollar-for-dollar match.
 - Commission Funds Requested should be itemized up to the request amount in the left-hand column. You may use as many as four line items here but please use the fewest line items in this column as possible.
 - All remaining cash expenses should be itemized in the right-hand column under Applicant Cash Participation.
- Note: You may list more, but Applicant Cash Participation figures must be at least: \$1.00 of grantee cash participation for every \$1.00 provided in Commission grant funds for APS.

RAPS and AA Applicants

- Enter the **Entire Budget** for the proposed project in the form below, **not** just the requested funds and a dollar-for-dollar match.
- Commission Funds Requested should be itemized up to the request amount in the left-hand column. You may use as many as four line items here but please use the fewest line items in this column as possible.
- These grants are not subject to a match requirement and, if granted, do not include a match in the Revised Budget. Showing Applicant Cash Match in the right-hand column helps to understand the Entire Project Budget.

MCI, PS, SUPS and SRPS Applicants

- Enter the **Entire Annual Cash Operating Budget** for your organization in the "Applicant Cash Participation" column.
- Do not enter anything in the "Commission Funds Requested" column.

CP Applicants

- Enter the **Entire Budget** for the proposed project in the form below.
- Commission Funds Requested should be itemized up to the request amount in the left-hand column. Please use the fewest line items in this column as possible.
- All other project cash expenses should be itemized in the right-hand column under Applicant Cash Participation. (Note: Applicant Cash Participation figures may list more, but must at least match the requirements for these grants: \$1.00 of grantee cash participation for every \$4.00 provided in Commission grant funds. You may use a combination of cash and in-kind donations for this column.)

Arts360 Applicants -

- Enter the **Entire Three-Year Project Budget** in the form below.
- Commission Funds Requested should be itemized up to the request amount in the left-hand column.
- All other cash expenses should be itemized in the right-hand hand column under Applicant Cash Participation. (Note: Applicant Cash Participation figures may be more, but must at least match the requirements for these grants: \$1.00 of grantee cash participation for every \$2.00 provided in Commission grant funds.)

AE-CL, AE-TT, and Pathways Applicants

- Enter the **Entire Project Budget** in the form below.
- Commission Funds Requested should be indicated in the left-hand column. You may use up to four line items here but please use the fewest line items in this column as possible.
- These grants are not subject to a Match Requirement and, if granted, will not include a match in the Revised Budget. Showing Applicant Cash Participation in the right-hand column helps to understand the Entire Project Budget.

***Amount of Your Grant Request:** \$30,000.00

	Commission Funds Requested	Applicant Cash Participation
1. Salaries, Benefits & Taxes		\$187,900.00
2. Professional Fee, Grant & Award		\$88,300.00
3. Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications		
4. Travel, Conferences & Meetings		
5. Insurance (Not allowed under Commission Funds)		
6. Other Non-Personnel Invest		
7. Capital Purchase (only when allowable)		
8. Indirect Cost (only when allowable)		
9. In-Kind Expense (only when allowable)		
10. Total Cash Expenses		\$276,200.00

In the text box below, enter an explanation for any expenses you listed on a line item either in the "Applicant Cash Participation" or "Commission Funds Requested" columns above. **For APS, RAPS, AE-CL, AE-TT, AA, CP, and Pathways Only: Please provide hourly or daily rate breakdown for Contracted Personnel (anyone receiving Professional Fees).** See Expense and Income Definitions in the Document Library for reference. Note: No grant funds

may be used to pay board members.

Explanation(s):

***Verify the total Project Cash Expenses:** \$276,200.00

Enter the amount of your total project cash expenses. This number should equal the sum of the total "Applicant Cash Participation" and the total "Commission Funds Requested" amounts from line 10 in the table above.

▼ **PROJECTED PROJECT INCOME**

	Amount
11. Earned Income - Admissions	
12. Earned Income - Contract Services	
13. Earned Income - Other	
14. Contributions - Corporate	
15. Contributions - Foundation	
16. Contributions - Individual/Other Private	
17. Government Support - Federal	
18. Government Support - State/Regional (Exclude this request)	\$276,200.00
19. Government Support - City/County	
20. Existing Funds	
21. Other	
22. Total Applicant Cash Income	\$276,200.00

In the text box below, enter an explanation for any income you listed above. See Expense and Income Definitions in the Document Library for reference.

Explanation:

This number should equal the total from line 22 above

***Verify the total Applicant Cash Income** \$276,200.00
above:

+ Amount Requested: \$30,000.00

The Amount Requested will repopulate from above data after you save your application.

Total Projected Project Income below should equal Total Applicant Cash Income + Amount Requested

***Total Projected Project Income:** \$353,850.00

▼ **In-Kind Contributions**

In-Kind Contribution Total: \$5,000.00

In-Kind Contribution Summary:





















Volunteers that help us with operations of events and programming.

REQUIRED DOCUMENTS













Document types listed here are required for this application category. To upload documents, click the plus button next to the document type. Then click the "Add Files" button. Browse to the file and click "Open." Click the "Start Upload" button. When the upload is 100% completed, click the 'x' at the top right corner to close the document upload window. Once uploaded, the document will no longer be listed here, AND will appear at the bottom of the application in the "Required Documents" section.

































PS Audit Response Form

PS Financial audit and management letter (from an independent CPA)

DOCUMENTS		
	<p>Long term plan.docx</p> <p>PS Long-range Plan</p> <p>Added by Kristie Leonard at 8:52 PM on January 4, 2024</p>	  
	<p>List of KeyStaff (1) (2).doc</p> <p>PS Bios & Job Descriptions</p> <p>Added by Kristie Leonard at 3:49 PM on January 4, 2024</p>	  
	<p>grantTAC_specialtyplates.pdf</p> <p>PS Specialty License Plate Program promotion</p> <p>Added by Kristie Leonard at 2:29 PM on January 4, 2024</p>	  
	<p>tac_grant.screenshots.specialtyplates_latestwebsite.pdf</p> <p>PS Specialty License Plate Program promotion</p> <p>Added by Kristie Leonard at 2:29 PM on January 4, 2024</p>	  
	<p>tac_grant.screenshots.artsAdvocacyPromos.pdf</p> <p>PS Proof of Arts Advocacy</p> <p>Added by Kristie Leonard at 2:29 PM on January 4, 2024</p>	  

Optional Material Link(s):

ORGANIZATION DOCUMENTS		
	<p>36 - Language Assistance Policy.pdf</p> <p>LEP Policy</p> <p>Added by Hannah Powell at 8:11 AM on January 18, 2023</p>	  
	<p>04- Title VI Policy.pdf</p> <p>Title VI Complaint Procedures</p> <p>Added by Hannah Powell at 3:16 PM on December 14, 2022</p>	  
	<p>FY22 Title VI Training Certification.pdf</p>	  

<p>2022 Title VI Training Certification Added by Hannah Powell at 1:49 PM on December 7, 2021</p>		<p>TitleVI_CertificationForm_FY21_3.pdf</p>	  
<p>2021 Title VI Training Certification Added by Hannah Powell at 8:30 AM on December 15, 2020</p>		<p>04- Title VI Policy.pdf</p>	  
<p>Title VI Complaint Procedures Added by Hannah Powell at 3:00 PM on December 11, 2019</p>		<p>36 - Language Assistance Policy.pdf</p>	  
<p>LEP Policy Added by Hannah Powell at 3:00 PM on December 11, 2019</p>		<p>TitleVI_CertificationForm_FY2020.pdf</p>	  
<p>2020 Title VI Training Certification Added by Hannah Powell at 2:39 PM on December 11, 2019</p>		<p>TitleVI_FY19CertificationForm.pdf</p>	  
<p>2019 Title VI Training Certification Added by Beth Estep at 9:42 AM on January 9, 2019</p>		<p>AEP5Celebration.JPG</p>	  
<p>Other Document Added by Bonnie Macdonald at 10:12 AM on January 15, 2018</p>		<p>AEP5CelebratesKTG.JPG</p>	  
<p>Other Document Added by Bonnie Macdonald at 10:12 AM on January 15, 2018</p>		<p>AEP5CelebrateOCA.EK.JPG</p>	  
<p>Other Document Added by Bonnie Macdonald at 10:12 AM on January 15, 2018</p>			

If you have submitted an application before through this online grants system, the organization documents you uploaded with previous requests will display in the "Organization Documents" section above. When submitting a new application, verify that the organization documents uploaded are the most recent versions. If not, please include the most recent versions before submitting. Do not delete prior versions.

▼ ORGANIZATION INFORMATION

TO ALL APPLICANTS

As part of the application submission process, we require you to complete your organization profile as well as your application. The organization information below is from your organization profile. If any information is incorrect, please modify your organization profile.

Website: www.engagekingsport.com

Phone: 423-392-8416**Voice/TDD:****Applicant Status:** 08 Government - Municipal**Applicant Institution:** 15 Arts Center**Applicant Discipline:** 14 Multidisciplinary**Accessibility Coordinator Name:** Ryan McReynolds**Title:** Assistant City Manager**Email Address:** ADAcontact@KingsportTN.gov**Federal 9-Digit EIN (Organization):** 62-6000323**Unique Entity Id UEI (Organization):** YE45C4JZC5U1**Organizational Fiscal Year End Date (Organization):** June 30**Physical/Mailing Street Address:** 1200 East Center Street**Physical/Mailing City:** Kingsport**Physical/Mailing State:** Tennessee**Physical/Mailing 9-Digit Zip:** 37660-4958**Physical/Mailing County:** Sullivan**US House Congressional District Number:** 1**Tennessee Senate District Number:** 4**Tennessee House District Number:** 2**Mission Statement:** The Office of Cultural Arts is dedicated to cultivating cultural assets and promoting them as vehicles for economic and community development.**Underserved Statement:** The Office of Cultural Arts actively seeks to engage those members of our community who are underserved. We provide art instruction at free or little cost to youth of our area through strategic partnerships with organizations who serve those communities. We give tours of the Sculpture Walk and visits to the Carousel and Carving Studio to students in our Title I schools. We encourage and make accommodations for visits to the Carousel and Carving Studio to people with disabilities and special needs classes.**Arts Advocacy Statement:** The Arts are essential to a well rounded and fully developed community and personal life. The arts are included as the apex of the Hierarchy of Needs as listed in the State of the City and ONEKingsport Strategic Planning document. The Office of Cultural Arts seeks to encourage participation in creative activities as well as act as a resource to organizations seeking to enhance their contribution to our community.**Specialty License Plate Program Statement:** Gift a Tag fliers are included in all purchase at the Carousel Gift Shop and Art in the Heart Gallery. All Staff and Board of Directors are encouraged to purchase specialty license plates. Door Prizes at sponsored concerts regularly include a Gift-A-Tag voucher purchased by OCA so that a lucky audience member can upgrade their existing tag to a specialty. During the holiday season, social media sponsored posts include the suggestion that a great gift would be a specialty license plate voucher.**Board Information**

For 501(c)(3) organizations only: using the organization's current list of governing board of directors submitted with this application, supply the correct information.

Organization Demographic: White**Number of individuals serving on the board:** 7**Length of board member term (in years):** 3**Maximum number of consecutive terms:****Number of times per year the full board meets:** 12**Demographic Information****TN County:** Sullivan

Children (Under 18)	21%
People Living In Rural or Isolated Settings	26%
People Living with Disabilities	20%
People of Color	4%
Senior Citizen	19%

Board of Directors**Children (Under 18)****People Living In Rural or Isolated Settings****People Living with Disabilities** 28%**People of Color****Senior Citizen** 43%**Organization Staff****Children (Under 18)****People Living In Rural or Isolated Settings** 25%**People Living with Disabilities** 25%**People of Color****Senior Citizen** 25%**▼ CONTACT INFORMATION****TO ALL APPLICANTS**

As part of the application submission process, we require you to complete your People Profile as well as your application. The contact information below is from your People Profile. If any information is incorrect, please modify your People Profile, found on the left-hand menu under Users.

Contact Title:**Contact Name:** Kristie Leonard**Contact Email Address:** KristieLeonard@KingsportTN.gov**Contact Phone Number:** 423-224-2821**Contact Home Number:****▼ ASSURANCES**

The applicant assures the Commission that:

1. The activities and services for which assistance is sought will be administered by or under the supervision of the applicant.
2. The filing of this application has been duly authorized by the applicant.
3. The applicant will expend funds received as a result of this application solely for the described project or program.

By signing this application, the applicant hereby assures and certifies that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), the Americans with Disabilities Act of 1990 (42 U.S.C. 12101-12213) and, where applicable, Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); as well as all regulations of the National Endowment for the Arts issued pursuant to these statutes and that it immediately will take any measures necessary to comply.

Application will not be accepted without TWO original signatures. Signatures cannot be from the same person.

Chief Authorizing Official (Chair or President of the Board)

***Name and Title:**

Entering my name and title and clicking the "I certify" checkbox constitutes my signature acknowledging my awareness of the above assurances and my commitment to implement this project in accordance with them.

***I certify:** No

Project/Program Director

***Name and Title:**

Entering my name and title and clicking the "I certify" checkbox constitutes my signature acknowledging my awareness of the above assurances and my commitment to implement this project in accordance with them.

***I certify:** No

Note: If this application is being submitted by an organization acting as a fiscal agent for another organization, the Chief Authorizing Official and Project Director of the organization acting as fiscal agent and holding the not-for-profit letter of determination must sign this application.