

Department of Cultural Affairs Community Arts Development Program FY 2009 Building Sustainability

TIMELINE

Application Seminars

What: Application seminars provide interested organizations with the opportunity to learn more about the *Building Sustainability* initiative. Organizations will hear about program objectives and eligibility, as well as whether the program fits their needs and what to expect from their participation.

When:

Tuesday	November 25, 2008	10:00am – 12:00 pm
Tuesday	December 2, 2008	5:00 – 7:00 pm

The format for both seminars is the same, and includes a review of the application materials, program goals, and Q & A. Please review the enclosed materials prior to attending a seminar.

Where: DCA is located at 31 Chambers Street, 2nd floor (northwest corner of Chambers and Centre Streets). Please arrive to the session with sufficient time to be screened by building security.

Attendance is mandatory: Since space is limited, RSVP early to ensure availability of preferred date. You may make your reservation by email – CADPinfo@culture.nyc.gov or fax (212) 341-3820. Include the name of your organization, as well as the name, title and contact number of attendees. Your reservation will be confirmed.

Who: Attendance is strongly encouraged for executive directors and board members.

Application Deadlines

Pre-Application	Tuesday	December 9, 2008	5:00 pm
Proposal	Thursday	January 15, 2009	5:00 pm

Application Review and Notification

Panel	January, 2009
Grant notification	February, 2009