



# 2025 Catalyst Grants Application Checklist

Please use this checklist to help you prepare and cross-check your Catalyst Grant application. The checkboxes are functional so this can be used digitally.

The Catalyst Grant Guidelines are available [>>HERE<<](#), and contain additional information about our Review Criteria and processes. Please click [>>HERE<<](#) to view the scoring rubric.

## **Checklist:**

### **Review Criteria Narratives**

- Artistic Merit & Impact
- Community Access & Inclusion
- Fiscal & Organizational Health

### **Upcoming Programming Information** (Template [>>HERE<<](#), if desired)

#### **Programs & Attendance**

- Number of Programs
- Total Attendance by category

#### **Financial Information**

- Budget
- Current Assets & Liabilities
- Revenue (listed by source and total unrestricted vs restricted)
- Expenses (by category)

#### **Current Fiscal Year Budget**

#### **Current Balance Sheet** (as of 12/31/24 or later)

#### **Workforce Information**

- Race/Ethnicity of Staff & Board Gender of Staff & Board
- Listing of Current Board Members
- Number of Artists Employed
- Personnel Expenses

#### **Supplemental Materials** (optional, max 3)

#### **Reviewer Recommendations** (optional)