

**NEIGHBORHOOD DEVELOPMENT FUND  
Not-for-Profit Transmittal and Approval Form**

**Applicant/Program:** Kentucky Shakespeare, Inc. / Shakespeare in the Parks  
**Applicant Requested Amount:** ~~\$32,000.00~~ \$32,900.<sup>00</sup>  
**Appropriation Request Amount:**

**Executive Summary of Request**  
Neighborhood Development Funding will be directed to Kentucky Shakespeare, Inc for cost associated with the production of "Shakespeare in the Park" plays in area parks.

Is this program/project a fundraiser?  Yes  No  
Is this applicant a faith based organization?  Yes  No  
Does this application include funding for sub-grantee(s)?  Yes  No

I have reviewed the attached Neighborhood Development Fund Application and have found it complete and within Metro Council guidelines and request approval of funding in the following amount(s). I have read the organization's statement of public purpose to be furthered by the funds requested and I agree that the public purpose is legitimate. I have also completed the disclosure section below, if required.

6 District #       Primary Sponsor Signature      \$2000.<sup>00</sup> Amount      2/15/17 Date

**Primary Sponsor Disclosure**  
List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

**Approved by:**  
\_\_\_\_\_  
Appropriations Committee Chairman      Date  
Final Appropriations Amount: \_\_\_\_\_

**Applicant/Program:**

Kentucky Shakespeare, Inc. / Shakespeare in the Park

**Additional Disclosure and Signatures**

**Additional Council Office Disclosure**

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

I AM A TRUSTEE OF THE NORTON FOUNDATION, WHICH HAS AWARDED GRANTS TO THIS ORGANIZATION IN THE PAST (MOST RECENTLY 2015), ALTHOUGH I HAVE NO BUSINESS RELATIONSHIP OR FINANCIAL INTEREST IN THIS ORGANIZATION WITH SENATOR S. BRANDON COAN 2/14/17

**Council Member Signature and Amount**

District 1	<i>[Signature]</i>	\$ 12,000
District 2	<i>[Signature]</i>	\$ 2,000
District 3		\$
District 4	<i>[Signature]</i>	\$ 2,000 -
District 5	<i>[Signature]</i>	\$ 2,000
District 6		\$
District 7	<i>[Signature]</i>	\$ <del>1,000</del> \$11,900.00 ACI
District 8	<i>[Signature]</i>	\$ 2,000
District 9	<i>[Signature]</i>	\$ 2,000
District 10	<i>[Signature]</i>	\$ 2,000
District 11		\$
District 12	<i>[Signature]</i>	\$ 200
District 13	<i>[Signature]</i>	\$ 500
District 14	<i>[Signature]</i>	\$ 2000 -
District 15	<i>[Signature]</i>	\$ 500. -

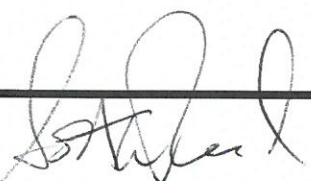
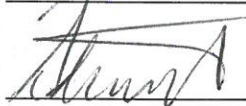

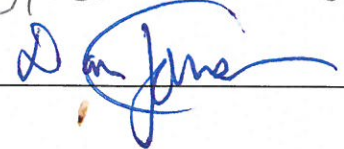

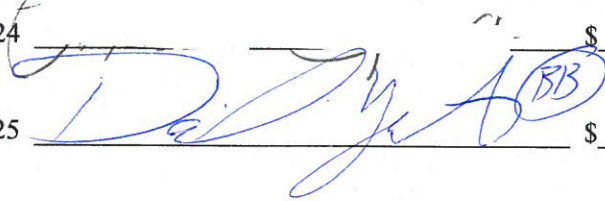
**Applicant/Program:**

Kentucky Shakespeare, Inc. / Shakespeare in the Park

**Additional Disclosure and Signatures**

**Additional Council Office Disclosure**

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

District 16		\$ 1,500. <sup>00</sup>
District 17		\$ 2000
District 18		\$
District 19		\$
District 20	Stuart Benson 	\$ 1500. <sup>00</sup>
District 21		\$ 2500
District 22		\$
District 23	Jim Pely 	\$ 6,000
District 24		\$
District 25	 (BB)	\$ 500.00
District 26		\$



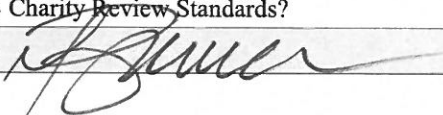
**LOUISVILLE METRO COUNCIL  
NEIGHBORHOOD DEVELOPMENT FUND APPLICATION**

**Legal Name of Applicant Organization** Kentucky Shakespeare, Inc.

**Program Name and Request Amount** Shakespear in the Park

	Yes/No/NA
Is the NDF Transmittal Sheet Signed by all Council Member(s) Appropriating Funding?	Yes <input type="checkbox"/>
Is the funding proposed by Council Member(s) less than or equal to the request amount?	Yes <input type="checkbox"/>
Is the proposed public purpose of the program viable and well-documented?	Yes <input type="checkbox"/>
Will all of the funding go to programs specific to Louisville/Jefferson County?	Yes <input type="checkbox"/>
Has Council or Staff relationship to the Agency been adequately disclosed on the cover sheet?	Yes <input type="checkbox"/>
Has prior Metro Funds committed/granted been disclosed?	Yes <input type="checkbox"/>
Is the application properly signed and dated by authorized signatory?	Yes <input type="checkbox"/>
Is proof of Tax Exempt status of 501(c) 3, 4, 6, 19, 1120-H included?	Yes <input type="checkbox"/>
If Metro funding is for a separate taxing district is the funding appropriated for a program outside the legal responsibility of that taxing district?	N/A <input type="checkbox"/>
Is the entity in good standing with: <ul style="list-style-type: none"> <li>▶ Kentucky Secretary of State?</li> <li>▶ Louisville Metro Revenue Commission?</li> <li>▶ Louisville Metro Government?</li> <li>▶ Internal Revenue Service?</li> <li>▶ Louisville Metro Human Relations Commission?</li> </ul>	Yes <input type="checkbox"/>
Is the current Fiscal Year Budget included?	Yes <input type="checkbox"/>
Is the entity's board member list (with term length/term limits) included?	Yes <input type="checkbox"/>
Is recommended funding less than 33% of total agency operating budget?	Yes <input type="checkbox"/>
Does the application budget reflect only the revenue and expenses of the project/program?	Yes <input type="checkbox"/>
Is the cost estimate(s) from proposed vendor (if request is for capital expense) included?	N/A <input type="checkbox"/>
Is the most recent annual audit (if required by organization) included?	N/A <input type="checkbox"/>
Is a copy of Signed Lease (if rent costs are requested) included?	N/A <input type="checkbox"/>
Is the Supplemental Questionnaire for churches/religious organizations (if requesting organization is faith-based) included?	N/A <input type="checkbox"/>
Are the Articles of Incorporation of the Agency included?	Yes <input type="checkbox"/>
Is the IRS Form W-9 included?	Yes <input type="checkbox"/>
Is the IRS Form 990 included?	Yes <input type="checkbox"/>
Are the evaluation forms (if program participants are given evaluation forms) included?	N/A <input type="checkbox"/>
Affirmative Action/Equal Employment Opportunity plan and/or policy statement included (if required to do so)?	N/A <input type="checkbox"/>
Has the Agency agreed to participate in the BBB Charity review program? If so, has the applicant met the BBB Charity Review Standards?	Yes <input type="checkbox"/>

Prepared by:



Date:

2/15/17

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 - APPLICANT INFORMATION			
<b>Legal Name of Applicant Organization:</b> Kentucky Shakespeare, Inc. <i>(as listed on: <a href="http://www.sos.ky.gov/business/records">http://www.sos.ky.gov/business/records</a>)</i>			
<b>Main Office Street &amp; Mailing Address:</b> 323 W. Broadway, Suite 401, Louisville, KY 40202			
<b>Website:</b> www.kyshakespeare.com			
<b>Applicant Contact:</b>	Matt Wallace	<b>Title:</b>	Producing Artistic Director
<b>Phone:</b>	502-574-9900	<b>Email:</b>	matt@kyshakespeare.com
<b>Financial Contact:</b>	Matt Wallace	<b>Title:</b>	Producing Artistic Director
<b>Phone:</b>	502-574-9900	<b>Email:</b>	matt@kyshakespeare.com
<b>Organization's Representative who attended NDF Training:</b> Matt Wallace			
GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED			
<b>Program Facility Location(s):</b>	SEE BOTTOM OF PAGE		
<b>Council District(s):</b>		<b>Zip Code(s):</b>	
SECTION 2 - PROGRAM REQUEST & FINANCIAL INFORMATION			
<b>PROGRAM/PROJECT NAME:</b> Shakespeare in the Parks JULIUS CAESAR Tour			
<b>Total Request: (\$)</b>	\$32,900	<b>Total Metro Award (this program) in previous year: (\$)</b>	21,000
<b>Purpose of Request (check all that apply):</b>			
<input type="checkbox"/> Operating Funds (generally cannot exceed 33% of agency's total operating budget) <input checked="" type="checkbox"/> Programming/services/events for direct benefit to community or qualified individuals <input type="checkbox"/> Capital Project of the organization (equipment, furnishing, building, etc)			
<b>The Following are Required Attachments:</b>			
<input checked="" type="checkbox"/> IRS Exempt Status Determination Letter <input checked="" type="checkbox"/> Current year projected budget <input checked="" type="checkbox"/> Current financial statement <input checked="" type="checkbox"/> Most recent IRS Form 990 or 1120-H <input checked="" type="checkbox"/> Articles of Incorporation (current & signed) Cost estimates from proposed vendor if request is for capital expense	<input checked="" type="checkbox"/> Signed lease if rent costs are being requested <input checked="" type="checkbox"/> IRS Form W9 <input type="checkbox"/> Evaluation forms if used in the proposed program <input checked="" type="checkbox"/> Annual audit (if required by organization) <input type="checkbox"/> Faith Based Organization Certification Form, if applicable		
<b>For the current fiscal year ending June 30, list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.</b>			
<b>Source:</b>	Metro EAF Grant	<b>Amount: (\$)</b>	13,900
<b>Source:</b>	NDF Central Park - District 6	<b>Amount: (\$)</b>	10,000
<b>Source:</b>	NDF for PRP - District 12	<b>Amount: (\$)</b>	2,010
Has the applicant contacted the BBB Charity Review for participation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Has the applicant met the BBB Charity Review Standards? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

<b>LOCATIONS:</b>		<b>ZIP CODES:</b>	40204	40214	40258
Sun Valley Park	Russell Lee Park	Hounz Lane Park	40201	40206	40217 40272
Riverview Park	Highview Park	Story Avenue Park	40203	40207	40218 40299
Emerson Park	Broad Run Park	Water Tower Park		40211	40219
Iroquois Park	Petersburg Park	Baxter Square Park		40213	40223
Shawnee Park	Locust Grove	IBEW Local 369 Hall			
		Tyler Park			
		Park Hill Community Center			

Initials *MW*

DISTRICTS: 1, 2, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 20, 21, 23, 25

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 3 – AGENCY DETAILS

#### **Describe Agency's Vision, Mission and Services:**

Grounded in the works of Shakespeare, we enrich our community by presenting accessible, professional theatre experiences that educate, inspire and entertain people of all ages.

Designated the Official Shakespeare Company of the Commonwealth, Kentucky Shakespeare is the oldest, free Shakespeare festival in the United States and the largest touring arts provider in Kentucky. Kentucky Shakespeare serves over 80,000 people annually through the Kentucky Shakespeare Festival in Central Park in the summer, educational outreach and special programming throughout the year.

The education department has served over 1,000,000 students with in-school arts programs since its inception in 1990 in all 120 Kentucky counties and surrounding states.

Other community programs include the annual Shakespeare in the Parks tour serving 20+ parks in and around Louisville, Shakespeare in the Libraries 18-library tour, public performances, and community center residencies.

Kentucky Shakespeare has been recognized by the Folger Library and the Kentucky Humanities Council for exemplary programming, was a finalist for the Excellence in Summer Learning Award at John Hopkins University, is a multi-year recipient of the National Endowment for the Arts Shakespeare in American Communities program, and is a past recipient of the Kentucky Governor's Award in the Arts. Kentucky Shakespeare has also been awarded multiple LEO Weekly Reader's Choice and Broadway World Louisville Regional Awards. In 2015, Kentucky Shakespeare received the Center for Nonprofit Excellence's Art of Vision Pyramid Award.



**LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION**

**SECTION 4 - BOARD OF DIRECTORS AND PAID STAFF**

Board Member	Term End Date
Phillip Allen, Chair, 21c Museum Hotels	Aug 31, 2017
Kerry Wang, Treasurer, Humana	Aug 31, 2018
Amanda Gregory, Secretary, U.S. Dept. of Justice United States Attorney's Office	Aug 31, 2018
Mera Cossey Corlett, Community Liaison	Aug 31, 2017
Amy Eisenback, Education Liaison	Aug 31, 2018
Rosie Felfle, Kindred Healthcare	Aug 31, 2019
Liam Felsen, Frost Brown Todd LLC	Aug 31, 2020
Kevin Gibson, Humana	Aug 31, 2020
Culver Halliday, Stoll Keenon Ogden	Aug 31, 2017
Shannon Harris, UPS	Aug 31, 2019
Lane Denali Hettich, AssuredPartners Neace Lukens	Aug 31, 2019
Thaddeus Hoover, White Clay	Aug 31, 2019
David James, Metro Council District 6	Aug 31, 2017
Jeff Koleba, Churchill Downs	Aug 31, 2020
Emily Pagorski, Stoll Keenon Ogden	Aug 31, 2018
Elizabeth Cherry Siebert, LG&E and KU Energy LLC	Aug 31, 2018
Dr. Peter Tanguay, University of Louisville	Aug 31, 2019

**Describe the Board term limit policy:**

BY-LAWS - SECTION 4. Board members shall serve for for three years beginning immediately upon their election by the Board, and ending on the fiscal year-end following the third anniversary of the date of election. Board members can be elected to no more than three (3) consecutive terms. After serving three (3) consecutive terms, a Board member may be re-nominated to the Board after a one year hiatus. During this one year hiatus, at the discretion of the Board, a Board member may hold the position of Director Emeritus.

Three Highest Paid Staff Names	Annual Salary
Matt Wallace	73,500
Robert Silverthorn	57,173
Kyle Ware	40,425

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 5 – PROGRAM/PROJECT NARRATIVE

**A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):**

4/8/17 - 6:00PM - Tyler Park - Councilman Brandon Coan, D8 (\$2,000)  
4/14/17 - 6:00PM - Sun Valley Park - Councilwoman Cindi Fowler, D14 (\$2,000)  
4/15/17 - 1:00PM - Riverview Park - Councilman Rick Blackwell, D12 (\$2,000)  
4/15/17 - 6:00PM - Emerson Park - Councilman Pat Mulvihill, D10 (\$2,000)  
4/23/17 - 1:00PM - Iroquois Park - Councilwoman Vicky Aubrey Welch, D13 (\$500), Councilwoman Marianne Butler, D15 (\$500), Councilman Dan Johnson, D21 (\$500), Council President David Yates, D25 (\$500)  
4/23/17 - 6:00PM - Shawnee Park - Councilwoman Cheri Bryant Hamilton, D5 (\$2,000)  
4/28/17 - 10:00AM - Russell Lee Park - Councilwoman Jessica Green, D1 (\$2,000)  
4/28/17 - 6:00PM - Highview Park - Councilman James Peden, D23 (\$2,000)  
4/30/17 - 1:00PM - Broad Run Park - Councilman Stuart Benson, D20 (\$1,500 - because non-metro park/no permit)  
4/30/17 - 6:00PM - Petersburg Park - Councilwoman Barbara Shanklin, D2 (\$2,000)  
5/7/17 - 1:00PM - Locust Grove - Councilman Scott Reed, D16 (\$1,500 - because non-metro park/no permit)  
5/7/17 - 6:00PM - Hounz Lane Park - Councilman Glen Stuckel, D17 (\$2,000)  
5/13/17 - 6:00PM - Story Avenue Park - Councilman Bill Hollander, D9 (\$1,000. White Clay sponsoring other 1/2)  
TBD - Park Hill Community Center - Councilman David James, D6 (\$2,000)  
TBD - School TBD - Councilman Dan Johnson, D21 (\$2,000)  
TBD - Smoketown TBD Councilwoman Barbara Sexton-Smith, D4 (\$2,000)  
TBD - Water Tower Park Councilwoman Angela Leet, D7 (\$1,000) and Councilman Bill Hollander, D9 (\$1,000)

**B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):**

This is an 80-90 minute touring version of Shakespeare's JULIUS CAESAR.

The cost is \$2,000 per park performance which pays for the performance fees for cast of 6 professional actors, stage manager, education direction, sound technician, costumer, director, and partial rehearsal cost.

Kentucky Shakespeare covers the cost of sound system and Metro Park permits. We will also again secure alternate rain spaces in advance in each district so the performance can happen rain or shine on the performance date.

Kentucky Shakespeare also covers the cost of advertising (newspaper, online, postering, and 2 park signs) and park permits.

Please note: for the Story Avenue performance, the cost is listed as \$1,000 because the company White Clay Consulting is splitting the cost. The Locust Grove and Broad Run Park performances are \$500 less because it's not in a public park, so fees will be less on our end.



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

**C: If this request is a fundraiser, please detail how the proceeds will be spent:**

Not applicable. This event is not a fundraiser. It's a free, community event open to everyone.

**D: For Expenditure Reimbursement Only** – The grant award period begins with the Metro Council approval date and ends on June 30 of Metro fiscal year in which the grant is approved. If any part of this funding request is for funds to be spent before the grant award period, identify the applicable circumstances:

- The funding request is a reimbursement of the following expenditures that will probably be incurred after the application date, but prior to the execution of the grant agreement:
  - ✓ If selecting this option, the invoice, receipt and payment documentation should not be available as of the date of this application.The Grantee will be required to submit financial reporting in accordance with the reporting schedule provided in the grant agreement.
  
- Reimbursements should not be made before application date unless an emergency can be demonstrated by the primary council sponsor. The funding request is a reimbursement of the following expenditures (attach invoices or proof of payment):
  - ✓ Attach a copy of invoices and/or receipts to provide proof of purchase of activities associated with the work plan identified in this application.
  - ✓ Attach a copy of cancelled checks to provide proof of payment of the invoices or receipts associated with the work plan identified in this application.

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

**E: Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:**

This free community arts event will encourage families throughout the city to experience the arts together. As there is no charge for the event, all community members will have the opportunity to attend and experience this unique community service and event in their own neighborhood park.

To measure attendance, gage participation and demographics, Kentucky Shakespeare will have a voluntarily survey for participants/attendees to assess the event, demographics, and their experience.

Engagement in the arts and exposure to the arts have proven to encourage tolerance, safe emotional discharge, empathy, and improved self-esteem. The event will aid in strengthening family and community bonds, welcoming them to this positive event in the park.

The targeted population is all members of the districts. As the programs are presented free of charge, there is no cost barrier.

**F: Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program/project specifically.**

Kentucky Shakespeare has been working with Louisville Metro Parks to take this historic step and branch out into multiple area Parks - 22 total parks this spring (including non-Metro.)

In each neighborhood/district, Kentucky Shakespeare will work with community centers, churches, and neighborhood associations to publicize the event.

**LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION**

**SECTION 6 – PROGRAM/PROJECT BUDGET SUMMARY**

THE PROGRAM/PROJECT BUDGET SHOULD REALISTICALLY ESTIMATE WHAT AMOUNT IS NEEDED FROM METRO GOVERNMENT AND WHAT IS EXPECTED FROM OTHER SOURCES.

Program/Project Expenses	Column 1	Column 2	Column (1+2)=3
	Proposed Metro Funds	Non-Metro Funds	Total Funds
<b>A: Personnel Costs Including Benefits</b>	32000	8900	40900
<b>B: Rent/Utilities</b>	900	4425	5325
<b>C: Office Supplies</b>		250	250
<b>D: Telephone</b>			
<b>E: In-town Travel</b>		5500	5500
<b>F: Client Assistance (See Detailed List on Page 8)</b>			
<b>G: Professional Service Contracts</b>			
<b>H: Program Materials</b>		7048	7048
<b>I: Community Events &amp; Festivals (See Detailed List on Page 8)</b>			
<b>J: Machinery &amp; Equipment</b>			
<b>K: Capital Project</b>			
<b>L: Other Expenses (See Detailed List on Page 8)</b>			
<b>*TOTAL PROGRAM/PROJECT FUNDS</b>	32900	26123	59023
% of Program Budget	55 %	45 %	100%

**List funding sources for total program/project costs in Column 2, Non-Metro Funds:**

Other State, Federal or Local Government	1000
United Way	
Private Contributions (do not include individual donor names)	10123
Fees Collected from Program Participants	
Other (please specify)	15000
Total Revenue for Columns 2 Expenses **	26123

\*Total of Column 1 MUST match "Total Request on Page 1, Section 2"

\*\*Must equal or exceed total in column 2.





**LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION**

**Detail of In-Kind Contributions for this PROGRAM only:** Includes Volunteers, Space, Utilities, etc. (Include anything not bought with cash revenues of the agency).

Donor*/Type of Contribution	Value of Contribution	Method of Valuation
Volunteers - 100 hours	\$825	minimum wage
<i>Total Value of In-Kind</i> <i>(to match Program Budget Line Item.</i> Volunteer Contribution & Other In Kind)	825	

**\* DONOR INFORMATION REFERS TO WHO MADE THE IN KIND CONTRIBUTION. VOLUNTEERS NEED NOT BE LISTED INDIVIDUALLY, BUT GROUPED TOGETHER ON ONE LINE AS A TOTAL NOTING HOW MANY HOURS PER PERSON PER WEEK**

**Agency Fiscal Year Start Date:** Sep 1, 2016

**Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year?** NO  YES

**If YES, please explain:**

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 7 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

**Standard Assurances**

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked and the funds will not be disbursed to our organization.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end.
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.


**Standard Certifications**

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

**Relationship Disclosure:** List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

### SECTION 8 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

<b>Signature of Legal Signatory:</b>		<b>Date:</b>	1/27/17
<b>Legal Signatory: (please print):</b>	Matt Wallace	<b>Title:</b>	Producing Artistic Director
<b>Phone:</b>	502-574-9900	<b>Extension:</b>	12
<b>Email:</b>	matt@kyshakespeare.com		