



Submissions Application for the 2019 Concert Season

Thank you for your interest in **Valley Cultural Foundation's Community Connections Program**. Below you will find all the information and requirements you need to know and understand for participating in this community-concerned endeavor.

I. VCF Objectives:

- A. Cultivate symbiotic relationships with non-profit organizations serving the San Fernando Valley and surrounding communities.
- B. Provide a platform from which a non-profit can deliver its message to a culturally diverse audience.

II. Program Highlights:

A. Live

1. The select VCF non-profit partner will be announced from the stage.
2. VCF will provide the non-profit with a 10x10 space and pop up (non-profit can bring their own branded tent), one table, two chairs and electricity (valued at \$200), in which the non-profit may promote their organization at the one given Concert event offered. This forum is not for solicitation of funds.

B. Web

1. Provide the approved non-profit with a link on VCF's website under the "Community Connections" page.
2. **The non-profit partner will reciprocate with a link to VCF on their website.**

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III. Criteria for Consideration:

- A. Must be a legal California non-profit organization and provide a copy of the non-profit's 501 (c)(3).
- B. Must offer a service that benefits the community, primarily the San Fernando Valley, but can be further reaching.
- C. Non-profit organizations having religious, partisan, special interest or political affiliation will not be considered for this opportunity.
- D. If you have questions about whether or not your organization qualifies for the Valley Cultural Foundation's Community Connections Program, please email: admin@valleycultural.org.

IV. Rules at the Event:

- A. No solicitation for funds or sales of any kind from booth location or in the Park
- B. Distribute printed material, discuss organizations mission and answer public's questions from booth location only
- C. May not leave booth area to distribute information or discuss organization outside of the booth area (no soliciting through the Park)
- D. Normal booth vendor rules apply relative to specific times that vehicles may be driven on and off grounds, etc.

Notification, Approval and Date Selection:

Applicants will be notified via telephone and provided with a choice of date for participation. There are ten (10) spots available per season. The number of available dates will decrease as earlier applicants are chosen.

Review and Results:

Non-profits participating in Community Connections will be asked to complete and return a brief survey to VCF within two weeks of their event date, providing constructive feedback on their experience.

V. Application and Approval Process:

- A. Applications must be submitted in writing and mailed to:

**Valley Cultural Foundation
Community Connections
21600 Oxnard St. Suite 128
Woodland Hills, CA 91367**

(Email to: admin@valleycultural.org)

- B. Applications will be reviewed and approved by VCF's Outreach Committee.
- C. VCF's Outreach Committee has sole discretion on selection.



COMMUNITY CONNECTIONS APPLICATION

Date: _____

Submitted by: _____

Address: _____

Phone: _____

Email: _____

Full Name of Organization: _____

Address (if different from above): _____

Contact: _____

Title: _____

Phone: _____ Fax: _____

Email: _____

Federal Non-Profit ID #: _____

Website: _____

Please check Yes or No

Is this organization strictly a Local Organization? Yes No

Is this organization a chapter of a State Organization? Yes No

Is this organization a chapter of a National Organization? Yes No

If National or State-wide, number of affiliates: _____

If your organization is selected for participation in the **Community Connections Program**, do you agree to provide a link from your website to the VCF website (www.valleycultural.org)?

Yes No

Please include the following with your application:

- Mission statement/purpose of organization
- Copy of the non-profit's 501(c)(3)

APPLICATIONS DUE BY MAY 1, 2019 for the 2019 Concert Season.

Please mail your completed application to:

**Valley Cultural Foundation
Community Connections
21600 Oxnard Street, Suite. 128
Woodland Hills, CA 91367**

Or email: admin@valleycultural.org

Thank you for your application to the
Valley Cultural Foundation's Community Connections Program.

We will contact you by May 16, 2019.