



City of Burlington Co-Sponsorship Grant Application Instructions

The City of Burlington will accept grant applications through **Monday, October 17, 2022** from organizers of activities that will take place in a City facility during January – December Of **2023** and are open to the general public free of charge.

Purpose of Co-sponsorship Grant:

- To promote, support or expand existing & new special events and projects in Burlington.
- To provide co-sponsorship opportunities in order to promote, publicize, and stimulate the Burlington economy.
- To provide co-sponsorship support for activities that help to promote the general health or well-being of Burlington community.

Eligible Activities:

- A special event or project, hereafter referred to simply as “activity”, receiving co-sponsorship support must be open to the general public free of charge and offer enhanced opportunities to the community in areas such as culture & arts, recreation, education & awareness, and community safety. (*i.e. informational or resource fairs, fundraising events, community festivals, egg hunts/scavenger hunts...*)

Applicant Eligibility:

- The Co-sponsorship Grant program is open to public, private, and non-profit groups who can demonstrate the ability to accomplish the proposed activity and can do so by December 31 of the grant year.
- Qualifying organizations may include, but are not limited to: volunteer groups, neighborhood associations, educational organizations, public agencies, chambers of commerce and private businesses.
- With limited exceptions, applicants must be based in Burlington. Applicants based elsewhere must demonstrate to the satisfaction of the Co-sponsorship Review Committee the benefits of the activity for the Burlington community.

Application Time period: Applications are **due on or before Monday, October 17, 2022** for **activities taking place during January - December of 2023.**

- Applications may be submitted either in-person or by mail or email. Those received after midnight on the evening of the due date will not be accepted.
- Separate applications must be submitted if you have more than one activity you wish to be considered for co-sponsorship.
- **Submit applications to:** Burlington Parks & Recreation Department
900 E. Fairhaven Avenue
Burlington, WA 98233
Or to: BParks@burlingtonWA.gov
- Please direct any questions concerning application to Burlington Parks and Recreation at (360) 755-9649 or BParks@burlingtonWA.gov