

**INVITATION TO APPLY:**

- Organizers of activities that are open to the general public free of charge and are thought to enhance the Burlington community are encouraged to submit an Application. In general, Applications are due by **September 30** each year for special events or projects taking place **during January – December the following year** in a City of Burlington facility.

**PURPOSE OF CO-SPONSORSHIP GRANT:**

- To inspire and support both new and established special events or projects (hereafter referred to as “activities”) that bring people together and enrich the Burlington community.
- To boost Burlington’s local economy by partnering on activities that attract visitors, increase visibility, and foster pride in our city.

**ELIGIBLE ACTIVITIES:**

- Any activity receiving co-sponsorship support must be free and open to all members of the public. Activities should provide meaningful opportunities that enrich the community in areas such as arts and culture, recreation, education and awareness, and community well-being. Examples may include resource or informational fairs, fundraising events, cultural celebrations, seasonal festivals, scavenger hunts, and fun runs.

**ELIGIBLE APPLICANTS:**

- The Co-Sponsorship Grant Program is open to public, private, and non-profit organizations and individuals that can demonstrate the capacity to successfully carry out the proposed activity and complete it by December 31 of the grant year.
- Eligible applicants may include, but are not limited to volunteer groups, neighborhood associations, educational institutions, public agencies, chambers of commerce, and private businesses.
- While priority is given to organizations based in Burlington, those located outside the city may be considered if they can clearly demonstrate how their proposed activity will provide meaningful benefits to the Burlington community.
- To invest in community-driven events that promote health, wellness, and a strong sense of belonging for all who live, work, and play in Burlington.



**City of Burlington**  
**Instructions for Co-Sponsorship Grant Application**

**APPLICATION TIME PERIOD:**

- In general grant applications are accepted through **September 30** annually by the **City of Burlington's Parks and Recreation Department** for **activities taking place January through December the following calendar year.**
- Applications may be submitted either by email, in-person, or mail. Those received after midnight on the evening of the due date will not be accepted.
- Separate applications must be submitted if an organizer has more than one activity they wish to be considered for co-sponsorship.
- **Submit applications to:** [BParks@burlingtonWA.gov](mailto:BParks@burlingtonWA.gov)

**or to:** Burlington Parks and Recreation  
900 E. Fairhaven Avenue  
Burlington, WA 98233

**Please direct any questions concerning application to  
Burlington Parks and Recreation at (360) 755-9649 or [BParks@burlingtonWA.gov](mailto:BParks@burlingtonWA.gov).**