



INDIANA UNIVERSITY CINEMA'S CREATIVE COLLABORATIONS PROGRAM: PROPOSAL CHECKLIST

ELIGIBILITY CHECK

Before beginning your application, be sure you are eligible to apply for the program using this quick check:

I am submitting this application on behalf of a:

- IU student group
- IU unit
- Greater-Bloomington area community group
- Greater-Bloomington area non-profit
- None of the above, which means I am not eligible to apply

The entity I am applying on behalf of has received a Creative Collaborations partnership in:

- FY 2024–25, which means I am not eligible to apply
- Some fiscal year before FY 2024–25
- Never

**Note, IU's fiscal-year calendar is July 1 – June 30*

COLLABORATION CHECK

Before submitting your application, review your proposed program details against the guidelines for collaboration:

My proposal has more than one entity committed to supporting it.

- Yes No. I must recruit partners before I submit this application.

If I am an IU campus entity, my proposal has an entity supporting it that is outside my unit and overarching school.

- Yes No. I must recruit partners outside my union and school before I submit this application.

ADDITIONAL FUNDING CHECK

Before submitting your application, review your application to see if you are eligible for additional funding support. While we cannot guarantee additional funding, we make every effort to materially support our partners.

The budget of the entity I am applying on behalf of has a yearly budget of \$500,000 or more. Therefore, I am *not* eligible for additional funding support.

The budget of the entity I am applying on behalf of has a yearly budget of \$499,999 or less. Therefore, I *am* eligible for additional funding support.

If I am eligible for additional funding, my application includes how much additional funding I anticipate needing and a rationale for the request.

- Yes No. I need to add in an additional funding amount and/or rationale before I submit.

I am requesting funding. Therefore, I am prepared to upload the most recent annual budget of the organization submitting the application.



BUDGET TEMPLATE CHECK

My application clearly outlines the budgetary needs of my proposed program utilizing the provided Creative Collaborations Budget Template.

Yes No. I need to keep developing my program budget before I submit my application.

APPLICATION DETAIL CHECK

Before submitting your application, review your proposed program details against the evaluation criteria to ensure you are submitting the best program possible.

My application clearly outlines the relevance of the program to my entity's mission.

Yes No. I need to keep developing my program before I submit my application.

My application clearly outlines the relevance of the program to IU Cinema's mission and programming vision.

Yes No. I need to keep developing my program before I submit my application.

My application demonstrates how my program fulfills community need (broadly defined).

Yes No. I need to keep developing my program before I submit my application.

My application clearly highlights my entity's expertise.

Yes No. I need to keep developing my program before I submit my application.

My application is collaborative; I have other entities committed to supporting my proposed program.

Yes No. I need to keep developing my program before I submit my application.

My application clearly states my program's intended audience and specific outreach plans to tap into and develop its intended audience.

Yes No. I need to keep developing my program before I submit my application.

My application includes defined metrics for determining my proposed program's success.

Yes No. I need to keep developing my program before I submit my application.

My application clearly states the timing and number of events proposed for my proposed program.

Yes No. I need to keep developing my program before I submit my application.

My application includes at least one activity that takes place in the community and/or actively and specifically engages a community audience.

Yes No. I need to keep developing my program before I submit my application.

Once you are ready to submit, visit [Creative Collaborations online](#) to access the application.

GOOD LUCK!