**This application must be used by all applicants. If you are applying for the Senator and Marcelle Leahy Award you must be an individual with Italian heritage.**

Applicant Name:

Email:

Contact Phone:

Postal Address:

Affiliation with Vermont. Name of Vermont town where you work or live and/or name of Vermont accredited school you attend:

Are you applying for the Senator and Marcelle Leahy Award?

Circle one YES NO

If yes, please provide the specifics of your Italian heritage (for example, my great grandfather was born in name of village or town in Italy)

Descriptive Title of Your Project:

Proposed Start Date: Proposed End Date:

1. **Explain the value and importance of your proposed project and how it is consistent with VICA's mission** to preserve and promote Italian culture in Vermont? How does the project broaden your knowledge of Italy which could include the Italian American experience, the Italian experience, the Italian language, arts, music, history, and/or culture?

*Response 1*:

2. **Provide a short list of goals/objectives of your project with corresponding activities** **that describe what you intend to do.**

*Response 2*:

3. **Describe your plan for assessing progress toward accomplishing the goals/objectives** (include names and roles of cooperating organizations or individuals if applicable).

*Response 3*:

4. **Describe your capacity to complete the proposed project** (e.g., explanation of relevant past/current study, work, experiences that prepare you for this project).

*Response 4*:

5. **Describe your level of fluency with the Italian language and experience with Italian culture in terms of how these relate to your project activities** (listed above)**.**

*NOTE: Italian language fluency is* ***not*** *a requirement to apply for funding.*

*Response 5*:

6. **Will the project include travel to Italy, and if so, how is it linked to the goals/objectives beyond the value of traveling for pleasure?** While we acknowledge the value of travel, it is not sufficient to receive a VICA grant.

*Response 6*:

7. **Provide a description of your final project deliverable** (e.g., report, video, performance) **to be shared with VICA.** The project deliverable must reflect the stated goals/objectives as described in Response 2 of your application.

*Response 7*:

8. **What is the total amount of funding you are requesting from VICA?** Explain how you intend to use these funds by **providing a detailed budget** (i.e., labeled line items with corresponding amounts) **that aligns clearly with project goals/objectives.** *The total amount requested from VICA cannot exceed $1,500.*As applicable, name other sources of financial support being used to fund other parts of the project and whether they are confirmed or pending (e.g., self-funding, named organizational funding).

*Response 8*:

9. **List names of the two individuals submitting a letter of reference on your behalf, and their relationship to you** (e.g., teacher/instructor, work supervisor, co-worker).

Reference 1:

Reference 2:

**Letters of Reference:**

The letters should describe how you will benefit from this project and your characteristics or abilities that will contribute to successfully completing your proposed project. Letters of recommendation *may not be from close family members*.

***NOTE***: *An application is not complete until both letters of recommendation have been received. Therefore,* ***letters must be received by March 1st****.*

**Submission:** The completed application should be submitted by email to: [VTItalianCulturalAssoc@gmail.com](mailto:VTItalianCulturalAssoc@gmail.com)

The letters of reference should be emailed directly from the writers to:

[VTItalianCulturalAssoc@gmail.com](mailto:VTItalianCulturalAssoc@gmail.com)

Although email is preferred for submission of both the application and letters of reference, if necessary, typed versions will be accepted by mail sent to:

VICA Grants Committee, P.O. Box 4054, Burlington, VT 05406-4054

**Notification:** Applicants will be notified by April 15th via email whether their funding request has been approved.