



Application for FOCoS

Contact Information

Name of your organization _____
Your name _____ Your job title _____
Address _____ City _____ State _____ Zip _____
Phone number _____ Fax number _____ email _____

Budget Information

Current Annual Budget (include personnel and operating) _____
Number full-time staff _____ Number part-time staff _____ Number volunteers _____
Sources of funding Governance
 Tax supported _____ % Private
 Private funding _____ % Government
 Grants _____ % Non-profit
 Endowment _____ % Not non-profit

Expertise Information

Choose two areas in need of assessment
 Exhibit design and construction
 Collections management
 Administration of facility structure
 Educational programming
 Enlisting and training volunteers
 Marketing and public relations
 Other: _____

To be answered on separate sheets of paper by site director or project manager (not to exceed four pages total):

- 1- Give a brief history of your site.
- 2- Describe your programs and services .
- 3- Why do you need help specifically with these two areas?
- 4- Please provide last year's income/expense statement.

Application letters should be sent to:
North Carolina Museums Council; FOCoS;
PO Box 2603 ; Raleigh, NC 27602-2603.
For additional information email vicepresident@ncmuseums.org
or go to www.ncmuseums.org/ncmc/focos.html.

The application deadline is March 31. Up to two FOCoS consultations may be awarded.