

4-2-96

Arts Council of Santa Clara County

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Tel 408-998-2787 Fax 408-971-9458



March 29, 1996

Maria Elena Pacheco Varela
Raices de Mexico or Raices
P.O. Box 50101 or
804 Bell Street
Palo Alto, CA 94303

Bruce W. Davis
Executive Director

Dear Maria Elena Pacheco Varela:

Congratulations! It is my pleasure to inform you that the Arts Council's Board of Trustees has approved a 1996 Community Arts Fund grant of **\$1686** to your organization.

The Arts Council's Trustees are pleased to invest in your group's activities on the recommendation of an independent panel of community members who represent a variety of experiences in the arts and other community affairs. They reviewed your application according to the criteria published in the application packet.

Enclosed you'll find a brief description of the panel's discussion around your application. In some cases, panel members also had specific comments they wished to pass along to the applicants. If so, these comments are also enclosed.

You will also find the necessary information to process your grant.

- 1) Grant Agreement (a copy for your files and an original to return)
- 2) Survey
- 3) Request for Taxpayer Identification Number Form (please complete and return with the contract agreement)

Grant Agreement: This reiterates the terms and conditions of your grant. Both copies of the agreement must be signed by the principal manager or other officer of your organization authorized to sign contracts on behalf of the organization. Retain one copy for your records and return the other to the Arts Council.

Survey: We are frequently asked by arts advocates how the economy is affecting the arts in Santa Clara County. Please help us continue to track this information by filling out the survey and returning it with your signed Grant Agreement.

Final Reports: All grant recipients are required to provide final reports when they have completed use of an Arts Council grant. We cannot send out a new grant unless we've received the final report for any previous grants. A few organizations have not yet filed final reports for grants received in 1995. If you received a grant from us in 1995 and have not yet sent us your final report, please do so now. If you're not sure, please give me a call. I've enclosed a sheet outlining the information needed in a final report.

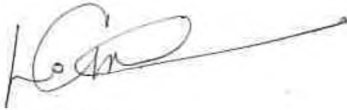
A private not-for-profit agency in partnership with the County of Santa Clara and the California Arts Council

Please remember to acknowledge the grant in your printed materials. As you know, Arts Council grants are possible because of the support of other agencies and many individuals. Continuing visibility is essential to assuring continued support for the grants programs. Your cooperation is truly appreciated.

I look forward to receiving *all* the needed materials from you soon. We'll send you a check for the full amount of the grant within approximately two weeks of receipt of your agreement, survey, and Taxpayer Identification Number form. (Checks generally are written twice a month.) If you have any questions, please call me at (408) 998-2787.

Once again, from all of us at the Arts Council of Santa Clara County, congratulations! We look forward to the wonderful benefits we know you will return to the community.

Sincerely yours,

A handwritten signature in black ink, appearing to read "LoAn Do", with a long horizontal flourish extending to the right.

LoAn Do
Program Manager

enclosures

PARTNERS: The Arts Council's grants and awards programs are supported by the County of Santa Clara, California Arts Council, City of San José, Community Foundation of Santa Clara County, William and Flora Hewlett Foundation, David and Lucile Packard Foundation, Apple Computer, Inc., Lockheed Missiles and Space Company, Inc., Employees of Action 36 KICU Television, Applied Materials, Cirrus Logic, City of Milpitas, City of San José, City of Sunnyvale, Combined Federal Campaign, County of Santa Clara, Silicon Graphics, Stanford University, State of California (Santa Clara and Santa Cruz Counties), Hoya Corporation, and Tandem Computers.