

**AMERICAN INDONESIAN CULTURAL  
AND EDUCATIONAL FOUNDATION, INC.**

**INSTRUCTION SHEET FOR CULTURAL GRANTS**

To foster good will and a strong bond of friendship between the people of the United States and the people of the Republic of Indonesia, the Foundation supports individuals, projects and activities sponsored by tax exempt organizations in the performing and visual arts. We look to support individuals and groups of distinction who further cultural ties between the United States and Indonesia and whose programs will benefit and appeal to a wide range of audiences. Our emphasis is on activities in the United States.

**DOCUMENTS REQUIRED**

- 1. Cultural Grant Application:** Please complete the cultural grant application in full **online**. *Do not submit your own form of application.* If you have additional information you would like to include such as press reviews or testimonials, you will have the opportunity to upload them or you can mail them to the Foundation. Be sure to download and complete the **Signature Form**, located within the application.
- 2. Resumes:** Please submit the **resumes** of all artists, performers or others whose work will be supported by the grant.
- 3. Letters of Recommendation:** Please arrange for two original signed letters of recommendation from individuals outside of your organization to be sent to us endorsing your grant request.
- 4. Budget:** Please include a full budget for your project, and specify the amount requested as well as its exact purpose within the overall budget.

**INSTRUCTIONS FOR COMPLETING APPLICATION FORM**

Grantees are required to report to the Foundation their use of grants, the activities for which the grants were made, and the public or community interests or benefits resulting from such use.

Grants are made with the express understanding that the American Indonesian Cultural and Educational Foundation, Inc. assumes no liability or responsibility for the conduct or activities of any grantee or any commitments made by any grantee with respect to the use of any grant.

Grantees agree to credit the Foundation in all programs and publicity.

It is very important that your information be complete and accurate.

If you have any questions, a representative of the Foundation can also be reached at (212) 972-1104 during business days from 10:00 A.M. until 5:00 P.M., Eastern Standard Time or by E-mail at [info@aicef.org](mailto:info@aicef.org).