



2 E. MAIN STREET  
ST. CHARLES, IL 60174  
630.377.4400  
STCHARLESIL.GOV

## PRESS RELEASE

### NEWS FROM THE CITY OF ST. CHARLES

**Contact:** Lisa Garhan  
Communications Manager  
630.443.3744  
[lgarhan@stcharlesil.gov](mailto:lgarhan@stcharlesil.gov)

#### **St. Charles Visitors Cultural Commission Soliciting Requests for Funding Requests due April 11, 2024**

**ST. CHARLES, III.** (March 11, 2024) – The St. Charles Visitors Cultural Commission is soliciting requests for funding from organizations that support and promote tourism, culture, history, and the arts in St. Charles. The following eligibility guidelines will be used to determine which organizations will be recommended for funding. Organizations must:

- 1) Be based in St. Charles
- 2) Be certified by the Internal Revenue Service as a 501 not-for-profit corporation
- 3) Be in operation for a minimum of two years
- 4) Provide the most recently completed annual report and the current budget, outlining anticipated programs and expenditures
- 5) Provide IRS Form 990
- 6) Provide a narrative showing how the organization's mission aligns with the Visitors Cultural Commission mission to support and promote tourism, culture, history, and the arts in St. Charles
- 7) Complete a funding request application form. Get the form at <https://bit.ly/VCC24-25App>
- 8) Provide amount requested to be funded along with detailed list of use of funds

Requests are due in the Finance Department at City Hall by Thursday, April 11, 2024, before 4:00 p.m.  
NOTE: We can accept applications as a single PDF via email to [cforte@stcharlesil.gov](mailto:cforte@stcharlesil.gov) or sent via US mail to: St. Charles Visitors Cultural Commission, Attn: Finance Department, 2 East Main Street, St. Charles, IL 60174.

For more information, contact Carylie Forte at 630-377-4987.

#### ***About the City of St. Charles***

The City of St. Charles, Illinois, is guided by the three driving principles in its Mission: *Service. Tradition. Community.* Together, these principles create a thriving environment for people who live or visit here, and for businesses to prosper. Our City has gained national recognition as a family-friendly town and wide acclaim for its architecture, living up to its nickname *Pride of the Fox*. Conveniently located 35 miles west of Chicago, in Kane and northwestern DuPage counties, St. Charles is home to 33,000 residents and a balanced mix of more than 2,000 businesses that employ approximately 28,700 people. More at [www.stcharlesil.gov](http://www.stcharlesil.gov), and follow us on [Facebook](#), [Twitter](#), [Instagram](#), [YouTube](#) and [LinkedIn](#).

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***Service, Tradition, Community: The St. Charles Strategic Plan***