

Artist Support Grant Guidelines

Overview

The Artist Support Grant program provides funding to help support Canton's arts organizations pursue their missions. This type of grant is flexible and gives the grantee the ability to use the funds where they are most needed. The Total available grant is \$20,000 and the program is funded through the American Rescue Plan Act (ARPA) grant funds.

Requirements/Eligibility

An arts organization is defined as a 501(c)(3) not-for-profit organization whose core mission, vision, focus and legal purpose, as stated in its Articles of Incorporation and Bylaws, articulate a commitment to create, perform, present or promote artistic activities. Artistic activities shall include, but are not limited to, music, theater, dance, painting, sculpture, literature, films and allied arts and crafts.

Additional criteria required for an Arts Organization applying to the Supporting Arts grant program:

- Have a minimum annual operating budget of \$5,000;
- Be registered to do business in Connecticut as a legal nonprofit entity; and
- Primary place of business and operations in Canton.
- Have 501(c)(3) nonprofit status under the Internal Revenue Service Code.
- The Town will need to track the impact of this initiative. Recipients must agree to assist the Town through follow-up surveys and/or interviews with a goal of measuring success of the program.

Allowable Costs

Supporting Arts grants provide unrestricted funds that may be used for a wide-variety of operational and program functions including but not limited to:

- Staff Salaries
- Payments to contracted artistic, technical or administrative professionals
- Production, travel, telephone, shipping and postage costs
- Space rental; occupancy costs (maintenance, security, insurance, utilities, etc.)
- Printing, advertising and marketing costs
- Travel and conference registration expenses for staff and/or volunteers to attend local, regional or national relevant industry conferences, workshops, retreats, clinics, etc.
- Brick and mortar or capital improvements/construction

Approval Process/Criteria

Artistic organizations must be able to demonstrate how the grant funds will enable the nonprofit organization to continue to operate and become stronger. The artistic organization must present a reasonable likelihood for long-term viability.

Artistic organizations must have a clear and specific authorized use for grant funds. It is vital to demonstrate economic hardship and demonstrate that acquiring the grant funds will significantly benefit the organization.

Applications will be evaluated and ranked based on the following criteria:

- Application completeness
- Application submitted within the allotted time frame
- Eligibility qualifications
- Use of funds
- Documentation to support the amount being requested (the budget/costs)
- Impact the grant will have on the organization
- Viability of the nonprofit organization
- Financial need

All artistic organization selected and found to meet program requirements are required to complete the Artist Support Grant application which includes signing the applicant certification. By signing the certification, the applicant verifies that funds will only be used for eligible expenses. Any artistic organization found in violation of the grant award agreement will be required to repay the funds.

Selected artistic organization will need to complete and submit the following documents prior to grants dispersal:

- Document indicating nonprofit status
- Form W-9 Request for Taxpayer Identification Number & Certification
- A signed Artist Support Grant application, which includes the applicant certification.

The application for the Artist Support Grant can be found on the Town website at www.townofcantonct.org. Applications will be accepted from April 1, 2022 to May 13, 2022. Applications can be sent to the Chief Administrative Officer at 4 Market Street, P.O. Box 168, Collinsville, CT 06022-0168 or emailed at rskinner@townofcantonct.org.