



2022-2023 COMMUNITY SPOTLIGHT PROJECT GRANT GUIDELINES

Community Spotlight Project Grants support innovative projects that feature or are led by historically marginalized, underfunded, or underrepresented communities.

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Direct questions to:

Ragen Carlile, Vice President for Education & Community Programs
(919) 839-1498 x209 or rcarlile@unitedarts.org

ELIGIBILITY REQUIREMENTS FOR APPLICANTS

To be eligible for funding, applicants must:

- be a non-profit arts or cultural organization with 501c3 state and federal tax-exempt status
- have had at least three years of programming
- have a history of working with historically marginalized, underfunded, or underrepresented communities
- have nondiscrimination, conflict of interest, and accessibility policies

Collaborative projects are welcome. Organizations working together should identify a single organization that will serve as the grant applicant.

ELIGIBILITY REQUIREMENTS FOR PROJECTS

To be eligible for funding, proposed projects must:

- be arts-related
- take place in Wake County
- take place between September 1, 2022 and June 30, 2023
- be compatible with the applicant's mission
- feature a majority of artists from historically marginalized, underfunded, or underrepresented communities including artists of color, artists with disabilities, female artists, and queer artists

GRANT REQUEST AMOUNT

- Maximum grant request: \$10,000
- Minimum grant request: \$1,000
- No matching requirement

USE OF FUNDS

Grant funds can be used for the following expenses incurred September 1, 2022 – June 30, 2023:

- Project-related fees and contracts
- Marketing and advertising expenses
- Expendable supplies and materials
- Space rental
- Up to 25% of grant funds may be used for administrative expenses including salaries that are directly related to the project

Grant funds cannot be used for:

- Deficit reduction
- Contributions to cash reserves and/or endowment funds
- Loan repayments, interest and/or penalties, fines or litigation costs
- Fundraising events and activities
- Food or beverage for hospitality or entertainment functions
- Private events closed to the general public and activities restricted to an organization's membership

- Lobbying expenses
- Tuition for academic study
- Programs in the following areas: acrobatics, aerobic dance, art therapy, clowning, comedy, cosmetology, face painting, fashion shows, gemology, juggling, karaoke, magic shows, martial arts, mineralogy, modeling, nature presentations, pageants, quiz bowl presentations, talent shows
- Scholarships and awards for use outside the applicant's programming
- Projects of a religious nature designed to promote or inhibit religious belief and/or practice and which have no basic underlying secular theme or topics
- Competition prizes

EVALUATION CRITERIA

Each application will be evaluated and scored according to the following criteria:

- Community Value 40%
- Quality of Project 35%
- Ability to Complete Project 25%

APPLICATION PROCESS

Information Session

An information session will be held on Thursday, June 2, 2022 at 10:00 am via Zoom. The session will include information about the updated guidelines/application and time for questions. Register for the session at <https://form.jotform.com/221355023500136>. Details about joining meeting will be emailed to those registered the day before the session. This session will be recorded and made available to eligible applicants.

Application Link

Link to online application: <https://unitedarts.submittable.com/submit/a14e89cf-7e46-4ee3-8a6f-4352538fb3d6/community-spotlight-project-grant-application>

Deadline: July 8, 2022

REVIEW PROCESS

Staff Review

Applications are first reviewed by United Arts staff for completeness. Only complete applications are forwarded to grant panel members for review. Staff does not score applications during the review or vote on grant awards.

Grant Panels

Each grant application will be carefully reviewed and scored by a panel of volunteers. The panel will be composed of artists, arts professionals, and community members from a variety of disciplines and nonprofit/business expertise who reflect the diversity of the region. The panel will be chaired by a United Arts board member and facilitated by United Arts staff.

Grant Award Decisions

Grant awards will be based on panel evaluation and available funds. All requests will not be funded. Some requests may receive partial funding.

Board of Directors

The grant panel will recommend grant award amounts based on scores, panel notes, and available funds. These recommendations are submitted to United Arts’ Board of Directors for final approval. The role of the grant panel is advisory to the Board; the power to make decisions on both policy and funding rests with the Board, whose decisions are final.

TIMELINE

May 18, 2022	Guidelines and application published
June 2, 2022	Information Session/Application Workshop
July 8, 2022	Application deadline
August 2022	Application review/Panel meetings
August 2022	United Arts Board of Directors final approval of grant awards
Late August 2022	Grant notifications emailed
September 2022 – June 2023	Project Period