Arts Regrant Program
2020 Guidelines

Application Information

Application Deadline
Applications are due by Friday, February 28, 2020 at 5:00pm. No applications will be accepted after this deadline.

Application Workshop
Organizations planning to apply for a grant through the Arts Regrant Program may attend an application workshop held by the Community Foundation prior to submission. This workshop is strongly encouraged for those that have not utilized the Foundation’s grant portal and/or have not applied for an Arts Regrant in the past. RSVP at gofoundation.org/workshop no later than February 3.

Wednesday, February 5, 2020
10:00 – 10:45am

Community Foundation Office
620 DeMers Ave
Grand Forks, ND 58201

Appointments with the Foundation office may also be scheduled by applicants, depending on staff availability.

Online Application
The Arts Regrant Program will only accept grant applications via the online portal at www.gofoundation.org/portal. Registration for the portal is recommended well in advance of submission, as it may take 2-3 business days for approval and access to the application form.

Program Description

The City of Grand Forks Arts Regrant Program provides funding to arts- and/or culture-based organizations in the City of Grand Forks that facilitate the creation of art or cultural opportunities for the benefit of the public. Funds are provided by the City of Grand Forks and administered by the Community Foundation.

The Community Foundation of Grand Forks, East Grand Forks & Region is a nonprofit, community foundation created by and for the people of the region to encourage a spirit of philanthropy.

Working in partnership with individuals, families, businesses, and trusted advisers, the Community Foundation manages charitable funds and provides grants to qualified nonprofit organizations and causes. The Foundation has approximately $11.5 million in assets and has granted over $6 million to create stronger, more vibrant communities within the region.

The Community Foundation is accredited by the Community Foundations National Standards Board. The National Standards ensure the values of community foundations are demonstrated through their commitment to legal compliance, philanthropic best practices and excellence that benefits communities.
Eligibility

Applicants for the Arts Regrant Program must fulfill the following criteria:

- Be a nonprofit organization with tax exempt status in North Dakota or be fiscally sponsored by a nonprofit with such tax exempt status in North Dakota.
- Have an arts and/or culture-based mission.
- Have principal operations in the City of Grand Forks.
- Be current with all reports if a prior Community Foundation grant recipient, including previous Arts Regrant reports.
- Demonstrate general fiscal responsibility and agree to use the grant funds to further the arts in our community.
- Have a Board of Directors that meets on a regular basis.
- Submit a complete and accurate application, providing all requested information, by the stated deadline.
- Submit documentation of a professional audit or financial review or compilation by a CPA, completed within the past year. If such are not available, the organization may submit a balance sheet and profit and loss statement, both signed by the organization’s Treasurer. No other alternatives will be accepted.

Proposed projects must fulfill the following criteria:

- Consist of one or more specific and related events or activities.
- Take place in and benefit the City of Grand Forks.
- Be open to the public.
- Follow ADA requirements.
- Not request more than $22,500 from the Arts Regrant Program in any one-year cycle.
- Be completed between April 1, 2020 and March 31, 2021.

Application Notes:

- Any applicant or project determined by Community Foundation staff to be ineligible will be eliminated from the review process.
- If your proposal contains minor errors, an effort will be made to contact you to correct the errors after the submission deadline and prior to the distribution of the applications to the grant review panel.
- If your proposal is incomplete or otherwise ineligible, you will be notified within five business days of the submission deadline that your proposal will not be considered.

Funding is not available for:

- General operating or general programming support.
- Fines and penalties, debt reduction/elimination, or litigation.
- More than 10% of awarded funds for ongoing or routine administrative and/or operational costs for applicant organizations.
- Awards, re-grants, redistributions, donations, contributions, prizes, or gifts to any other person, organization, or entity.
- Alcoholic beverages.
- Commercial (for-profit) enterprises or activities, including concessions, food, t-shirts, or other items for resale.
- Cash reserves, endowment funds, capital expenditures, fundraising, or activities that are primarily for religious or political purposes.
Grant Review Process and Criteria

Applications for the Arts Regrant Program are reviewed online by a committee made up of community members and arts professionals from across North Dakota. The Arts Regrant Program observes strict procedures to prevent any conflict of interest. The committee uses the following criteria to assess all applications:

- Artistic quality, including the organization's integrity and intention regarding its arts programming.
- Impact, existing or potential, on the communities and audiences the organization serves and/or plans to serve.
- Organizational capabilities, including capacity, efficacy, and organizational stability and fiscal position.

There will not be a public review of applications by the committee.

Grant Period

The grant period is up to 12 months, beginning no earlier than April 1, 2020, and ending by March 31, 2021.

Notification, Contract, Payment, and Reporting Requirements

The Board of the Community Foundation reviews and ratifies the grant recommendations made by the grant review committee. Applicants receive email notification regarding whether the application has been funded, followed by hard copy notification. Organizations will be notified of their award status by March 31, 2020.

Organizations that are awarded funding will also receive an Arts Regrant Program agreement for review and signature by the organization’s board president or executive director. Once agreements are received, the Community Foundation will mail the grantee a check for the grant award.

Grantees must submit the signed grant agreement to the Community Foundation within seven days of receipt. Funds not distributed within 90 days of the start of the grant period will be forfeited and reinvested in future projects funded by the Arts Regrant Program.

Credit

All publicity/outreach materials* and programs for supported events must contain the Community Foundation logo and the following credit line:

“This program is supported in part by a grant from the City of Grand Forks through the Community Foundation of Grand Forks, East Grand Forks & Region.”
The Community Foundation’s logo can be downloaded at www.gofoundation.org/resources. Do not copy and paste the logo from the internet.

*In some circumstances, the size of the ad is too small to list sponsors or include logo. Please use your own discretion.

Use of Funds

The organization must use the grant funds for the purposes and activities described in the application and may not be applied to any ineligible expenses (see above). Any significant revisions in the project or in the use of the grant funds must receive prior approval by the Community Foundation before expenditure of grant funds.

Administration of Funds

The grantee will maintain a complete and accurate record of the grant funds received and expended.

Evaluation

Grantees will be required to submit an evaluation of the awarded grant project within 60 days of its completion or by March 31, 2021, whichever comes first.

The grant evaluation will consist of:
- A 2-3 sentence description of the completed project that was funded by the grant,
- A 1-2 sentence statement summarizing the impact the project had on the community,
- Actual revenues and expenditures of the project, and
- A sample of any marketing or promotional items utilized, containing the appropriate credit line.

If, at the time of submission, any grant funds have not been expended or committed in accordance with the Agreement (whether expended or committed for a purpose not in accordance with the Agreement or not spent or committed at all), the grantee must promptly repay the amount of such funds to the Community Foundation.