



# AFCC Grants

Revised August 10, 2018 by Julie Wake, Executive Director

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**Arts Foundation of Cape Cod**

396 Main Street, Ste. 10

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[www.ArtsFoundation.org](http://www.ArtsFoundation.org)

## Overview

The AFCC Grant Program provides cash awards in support of the artistic and cultural activities of local organizations and individuals. Grant projects should support the broadest goals of the AFCC in supporting the creative economy on Cape Cod and contributing to the character and heritage of the region. Preference is given to projects that enhance arts education of learners of all ages, that include collaboration, and that contribute to the local creative economy.

## Who we fund

- Individuals who live and work in Barnstable County
- Nonprofit organizations based in Barnstable County
- Educational institutions based in Barnstable County

## Specifications

### Philanthropic Criteria

- Appropriate to the mission of the AFCC, which is to support, promote, and celebrate the arts and culture of Cape Cod in order to sustain a vibrant, diverse and strong arts community.
- Align with the AFCC's vision: A Cape Cod where arts and culture fuel innovation, economic growth and community.
- Address unmet needs or areas of concern which have not yet been explored.
- Demonstrate need for the AFCC funding.
- Preference is given to collaborative efforts that foster arts education, strengthen the creative economy, and/or positively impact underserved populations.

### Administrative Criteria

- Clarity of goals and objectives of the proposed program.
- Strength and creativity of plans for achieving objectives and evaluating results.
- Strength of public outreach/publicity plans.
- Track record of applicant organization, including staff qualifications.

- Reasonable budget projections, including evidence of financial need, and other sources of support.
- Potential for successful collaborative efforts and monetary or in-kind commitments from other sources.
- Potential to stimulate activities of a continuing nature or to serve as a model for other efforts.

While the Board of Directors will consider a limited number of awards up to \$5,000, grant size is generally limited to a range of \$500 to \$2,500.

## What we don't fund

- General operating costs.
- Projects that fall within 6 weeks of the grant deadline.
- Projects that occur before the grant deadline or during the review process.
- Capital campaigns.
- Food or refreshments
- Fundraisers
- Awards or gift cards

## Timeline

Letters of Inquiry will be accepted from August 13 - October 1, 2018.

Those invited to submit a full application will be notified in early October. The Grants Review Committee will consider the proposals during the month following the deadline.

## Guidelines

### HOW THE APPLICATION IS REQUESTED

Please submit a Letter of Inquiry (LOI) following the the guidelines specified below. Please be concise in your LOI; think strategically about how to describe your project. The Committee may request additional information or clarification before making a recommendation.

### LETTER OF INQUIRY GUIDELINES

In 250 words please include the following:

- Brief description of your organization and its mission
- Focus of your project—the who, what, where, when, why
- An estimate of how much you will be requesting
- Whether or not this project has been previously funded by the AFCC and if so, when.

## FUNDING CONDITIONS

All organizations or groups are required to provide proof of 501 (c) (3) nonprofit status by the IRS.

Individuals are encouraged to apply with the method of disbursement of funds to be negotiated on a case-by-case basis.

The grant cycle is the AFCC's fiscal year of October 1<sup>st</sup> through September, 30<sup>th</sup>. All projects must be completed and funds expended within this fiscal year. If circumstances arise making it impossible to complete the project, the grantee is required to notify the AFCC in writing to request authorization to extend the deadline.

All grantees are required to submit a final report on or before November 1 documenting completion of the project and fulfillment of all conditions and providing an accounting of the expenditure of funds. Future eligibility for funding will depend on the timely submission of the required final report.

## RECOGNITION OF THE AFCC

Grant recipients are required to credit the Arts Foundation of Cape Cod in all publicity materials according to specifications distributed to all grant recipients. Evidence of compliance with this condition must be included in the final report.