

## **FY 2019 General Operating Grant - Application**

**The Kent County Arts Council (KCAC) is a 501c3 nonprofit organization. The mission of the KCAC is to *invest, infuse and inspire* the arts for all in Kent County, Maryland. We *invest* in Kent County by re-granting funds from the Maryland State Arts Council and the National Endowment for the Arts in two categories: General Operating Grants and Projects Grants. The purpose of a local arts agency is to expand the reach of these Federal and State dollars beyond where they currently reach, touching every corner of our County, and every resident, to the best of our abilities.**

For the fiscal year 2019 grant process, the Board of Directors of the Kent County Arts Council will select a subcommittee to review all grant applications.

General Operating Grants are only available to Kent County based nonprofit arts organizations who's primary mission is the delivery of arts programming. The KCAC will not fund any political or advocacy events/programs, nor expressly religious events/programs.

The council's grant money comes almost entirely from the Maryland State Arts Council (MSAC), as such, the Board will cap future general operating grants at either 50% of the amount of any MSAC General Funds Operating (GFO) grant an applicant might receive — or \$10,000 — whichever is lower. This will enable the Arts Council to use State and Federal funding to ensure the widest possible access to the arts throughout the county. Community engagement will be a key factor in evaluating all grant applications.

If you do not receive an MSAC GFO grant, the Board subcommittee will determine your grant based on the amount available for funding in a given year, your organization's operating budget, other financial support, and the degree of your organization's community engagement.

### **Please follow the directions below:**

#### **Introduction**

On a separate sheet of paper, please provide the following information:

- 1) Name of Organization
- 2) Address of Organization
- 3) Name of person filling out this application
- 4) Email of person filling out this application
- 5) Name of Executive Director / Lead Staff Person
- 6) Email of Executive Director / Lead Staff Person
- 7) Phone Number for Organization
- 8) Website
- 9) Mission of Organization

#### **Narrative**

It is critical that Kent County Arts Council grants, which are made up of Federal, State, and County funds (revenue from taxpayers), support access to the arts for all regardless of their ability to pay, access to transportation, physical or mental abilities, and without discrimination based on race, gender, ability, sexual orientation, age, religion, or geography.

With this in mind, please answer the following questions about your arts programming.

(LIMIT two 8.5" x 11" pages, 12-point font. Please use each question as your section header for your answers.)

- 1) What are your organization's mission and vision statements?
- 2) Describe how your programs increases accessibility to the arts for Kent County residents?
- 3) How does your organization demonstrate diversity in membership, programming, board, volunteers and patrons?
- 4) What community need are you addressing through your program? Describe how you will demonstrate that this need is being addressed.
- 5) When was your organization's most recent Strategic Plan completed? When will you next revise that plan?

### **Event Publicity**

*The Kent County Arts Council requires placement of its logo alongside other general sponsors on all printed and digital programs and publicity. KCAC should be listed whenever and wherever the Maryland State Arts Council is listed if you are a GFO recipient.*

*The Kent County Arts Council requires that ALL grantee events and programs be posted on the Kent County Government's online Events Calendar.*

- 1) Please list all of your social media accounts (such as Facebook, Instagram, Twitter, etc.) so that the KCAC may properly follow and help share your promotions.

### **Financial Information**

- 1) Please attach a copy of your current year's approved operating budget with actuals to date
- 2) Please attach a copy of your balance sheet
- 3) Please attach a copy of your most recently completed fiscal year's budget actuals.
- 4) Please attach a list of other major funders providing general operating support to your organization (funders under \$1000 are not necessary).

### **Other Information**

- 1) Please attach a full list of Board Members with addresses and affiliations..
- 2) Please attached evidence of KCAC logo placement on your promotional and program materials (3-5 examples)
- 3) Please attach a copy of your most recently complete Strategic Plan

Please Mail or arrange a time to deliver your full application to:

Kent County Arts Council  
Grants Committee  
101 Spring AVenue  
Chestertown, MD. 21620

**DEADLINE** - The Deadline for the submission of ALL General Operating Grant Applications is **Friday, September 14, 2018 at 5 p.m.**

Grant Award Notification will be made by October 1, 2018.