

June 30, 2020

Dear Applicant,

Nephi City will be accepting applications for grants dedicated to arts for the next grant cycle (July 2020 – June 2021). Enclosed with this letter is an application for an arts grant for the City's fiscal year 2021. Also enclosed is a section from the City's policy governing arts grants which includes the criteria that organizations must meet in order to qualify for these grants.

Arts grants are funded through the City's Parks, Arts, and Recreation (PAR) Tax passed by voters in November of 2018. Collection of this tax began in the City's fiscal year beginning in July of 2019. Each fiscal year (ending June 30<sup>th</sup>) the collections will be totaled. The City Council has designated 5% of the PAR Tax revenue to be available for grants dedicated to local arts organizations.

In fiscal year 2021, there is approximately \$3,900 available for an arts grant. This amount may be divided between grant applicants. **Grant funds can only be used for operating expenses of non-profit cultural organizations.** Cultural organizations are private non-profit organizations whose primary purpose is the advancement or preservation of natural history, art, music, theater, dance, or cultural arts including literature, motion picture, or story telling.

Applications must be submitted by July 30, 2020. Please submit 2 hard copies and an electronic copy of the application along with all other requested information to the Nephi City Hall **by 12:00 p.m. on August 14, 2020.** The selection process for an arts grant is competitive and not all submissions may be funded or fully funded.

If you have any questions regarding the process or the application, please contact Seth Atkinson at (435) 623-0822 or [sethatkinson@nephi.utah.gov](mailto:sethatkinson@nephi.utah.gov). Thank you for your interest in the art grant process with Nephi City.

Sincerely,

**Seth Atkinson**  
City Administrator  
Nephi City  
Tel 435.623.0822





## Arts Grant Application Form

### Nephi City

Please provide 2 **(2)** hard copies and an electronic copy of this application and all other requested information to the Nephi City Hall by **12:00 pm on August 14, 2020.**

#### **(1) Organization Contact Information**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**(2) Describe the art project for which grant funds are being requested (separate paper may be used, visuals encouraged):**

**(3) Proposed Total Grant Amount: \$** \_\_\_\_\_

**(4) In addition to the above requested information, applications must address the following components:**

1. Specific detail of how the requested funds will be used (attach summary - *one page maximum*);
2. Financial information for your organization including annual budget and other sources of potential funding. Please also include 2 years of financial statements (e.g. Income Statement, attach relevant documents);
3. Quantitative and/or qualitative goals (with specific targets) that can be used to measure the degree to which the funds were used for their intended purpose (attach summary - *half page maximum*); and

**Criterion 1:** Accountability and Sustainability of Organization - The organization must have the following:

- a. Quantifiable goals and objectives.
- b. Cooperation with existing related programs and community service.
- c. Federally recognized not-for-profit status.
- d. Performance of outcomes from any previous arts grants.

**Criterion 2:** Fiscal Stability and Other Financial Support - The organization must have the following:

- a. A clear description of how public funds will be used and accounted for. An accountability presentation to the City Council will be required at the end of the grant cycle.
- b. Other funding sources that can be used to leverage resources.
- c. A sound financial plan that demonstrates managerial and fiscal competence.
- d. A history of performing in a financially competent manner.
- e. Sources of other funds if the grant is insufficient to complete the project.

**Criterion 3:** Project proposal – The organization’s project must comply with the following:

- a. Grant funds can only be used for operating expenses of non-profit cultural organizations. Cultural organizations are private non-profit organizations whose primary purpose is the advancement or preservation of natural history, art, music, theater, dance, or cultural arts including literature, motion picture, or story telling.

- b.** Art projects must be apolitical in nature and should reflect the history, culture, and environment of Nephi City.
- c.** Grant funds for equipment or facility improvements must be accompanied by a quote from a qualified vendor. Grant funds for these items must be spent within one (1) year of the grant being awarded.

**Signed:**

**Date:**