



Forsyth County
Arts Alliance

Request for Proposals, Eligibility Criteria and Application Guidelines

The Forsyth County Arts Alliance, a fund of the North Georgia Community Foundation, announces the availability of funds for distribution in 2018, and invites application for these funds by local/regional arts providers.

Mission: Believing that a vibrant arts culture is vital to a thriving community, FCAA enriches the arts through strategic support and financial stewardship.

Vision Statement: FCAA will be the premier philanthropic arts organization in Forsyth County.

Objectives:

- To develop a broad and diverse audience base for the arts, including public and special audience education about art form.
- To increase opportunities for Cumming-Forsyth arts-providing organizations to perform, present and exhibit.
- To support programs that are reflective of Cumming-Forsyth County's diverse cultural heritage.
- To increase the artistic, management, marketing and fundraising capacity of local arts organizations.
- To support projects with a plan for self-sufficiency.
- To establish FCAA as an important contributor to the arts community in Cumming-Forsyth County.

Background:

The Forsyth County Arts Alliance, a fund of the North Georgia Community Foundation, was created by proceeds from the sale of the Sawnee Arts Center. These funds have been placed in an endowment, with management and investment services provided through the North Georgia Community Foundation.

A local Board of Directors, representing business and community leadership, is responsible for the stewardship and for making recommendations for any distribution of funds. The first funds were awarded and used for local projects in 2008.

Grant Proposal Review Criteria:

- Artistic and administrative capability of the applicant to complete the project. (20%)
- Artistic merit, significance, impact or educational benefit of the proposal to the community. (30%)
- Appropriateness of budget to proposed programming, project or event. (20%)
- Level of community involvement, including financial and in-kind contributions and volunteer involvement. (20%)
- Promotional opportunity afforded to the FCAA fund as a result of its support. (10%)

Eligibility for Funding:

1. The arts programming, project or event must occur between **July 1, 2018 and June 30, 2019** and must benefit the citizens of Cumming-Forsyth County.
2. Only qualified tax exempt organizations and governmental entities are permitted to be the direct recipient of the grant funds.
3. Previous FCAA Grant recipients must have completed Grant Report Form submitted.

What FCAA grants do Not Fund:

1. Debt reduction.
2. Individuals – e.g. scholarships, artistic endeavors by an individual.
3. Presentations that a reasonable person could consider objectionably offensive.
4. Lobbying or electioneering activities.

An Applicant Training Powerpoint is available online:

Prospective applications for grant funding through FCAA are strongly encouraged to review the online presentation located at www.forsythartsalliance.com/grant-information/

Letter of Intent to Apply for Grant Funds:

Prospective applications for grant funding through FCAA are required to submit a letter of intent to apply for grant funds by Friday, April 11, 2018.

This is a condensed version of the proposal that allows the FCAA to quickly assess that there is a good match between our mission and goals and the proposed project. The information contained in the letter of intent is not considered binding and is NOT the complete grant application. The letter must include, at minimum, the following:

1. Name of Organization
2. Is organization a previous FCAA Grant Recipient? If yes, what year(s) and previous grant amount.
3. Tax Exempt Status (i.e.501(C) (3)), governmental entity or the equivalent verification—exempt letter from IRS not needed at this point—you are only required to state that you have the necessary tax exempt status.
4. Provide brief description of intended arts project and include dates of project/program.
5. Provide a brief summary to address the following:
 - What is the need in the community for this project/program?
 - What are the matching or other sources of funding being pursued or secured?
 - Is this a new project/program, an on-going project/program or a phase of a multi-phase project/program?
6. Provide an estimate of the grant amount request.
7. Complete the letter with a signature and date from Authorized Official of the Organization
8. Submit the **Letter of Intent** by the deadline: Friday, **April 11, 2018** to:

Mail or Drop off at the Cumming/Forsyth Chamber of Commerce:

Attn: FCAA
212 Kelly Mill Road
Cumming, GA 30040

Application Guidelines:

1. The applicant must submit a complete and timely proposal.

A complete proposal consists of the following:

- Legibly completed and signed Application Form (provided).
 - Proposal narrative – on a separate sheet of paper, briefly describe:
 - i. organizational goals and mission
 - ii. programming, project or event for which you are requesting funds
 - iii. qualifications and background for providing this programming, project or event, including those for collaborating providers
 - iv. timeline for implementation
 - v. statement of collaborative partnerships, volunteer involvement and/or in-kind contributions
 - vi. how this programming, project or event will benefit the citizens of Cumming-Forsyth County and meet the mission and vision of FCAA.
 - Current budget for organization and/or program, project or event, including list/statement of major contributors (names of individuals not necessary) and amounts given.
 - Most recent year-end financial statements.
 - List of the Board of Directors for your organization, including names and occupations and/or community affiliations.
 - Copy of IRS 501c3 Letter of Determination (or, in the case of government, letter stating that signature is provided by an authorized employee of the applicant organization). In order to be considered for funding, the applicant organization must be able to submit documentation as a designated IRS 501c3 at the time of grant submittal.
 - Letter(s) of commitment from any significant project partner(s).
 - Any additional support material that specifically addresses the artistic merit of your proposal (one copy only).
2. Note that a single grant *generally* will not be awarded for more than 50% of the total budget for any given program, project or event nor shall a single grant *generally* exceed \$10,000.
 3. Grant awardees may expect to receive funding in full by August 9, 2018 unless otherwise arranged. Project or year-end reports will be required of all grant awardees, with reporting forms provided by FCAA.

Timeline for Grant activities and Proposals:

- Wednesday, April 11, 2018 – Letters of Intent to Apply for Grant Funds Due.
- **Friday, May 11, 2018**--All complete proposals, including attachments, must be received by noon.

Delivery options include:

Mailing or Drop-off address at the Cumming/Forsyth Chamber of Commerce:

**Attn: FCAA
212 Kelly Mill Road
Cumming, GA 30040**

Contact for More Information:

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