

Clayton Cultural Arts Grants

Town of Clayton Application for Funding Fiscal Year 2021-22

The Town of Clayton is accepting applications for the 2021-22 Cultural Arts Grants program.

Submission Requirements

All applications for the Cultural Arts grants are due on **Thursday, August 26, 2021, at 4 PM.**

Applications may be submitted in one of the following ways:

- Via email at eventinfo@TownofClaytonNC.org
- Via standard mail to:
 - Town of Clayton Cultural Arts Grant Program
 - PO Box 879
 - Clayton NC 27528
 - Att: Cathy Marraccini
- Dropped off at The Clayton Center Box Office in Town Hall at 111 E. Second Street in Downtown Clayton.

Eligibility

- Clayton Cultural Arts grants are awarded to individuals or organizations for specific arts projects and activities (performances, exhibitions, residencies, workshops or lectures) that provide arts opportunities in Clayton, North Carolina.
- Tax-exempt organizations must list a Federal ID. Non-tax-exempt entities and individuals are welcome to apply.
- All funded projects must be publicly available for attendance or participation.
- Applications must clearly show need for specific project-based support. ***Requests for operational support, (i.e., salaries, rent, etc.) will not be considered.***
- Funded projects must take place between October 1, 2021 and June 30, 2022. A final report of the project must be submitted no later than July 15, 2022. This final report will include information regarding audience attendance figures, success of marketing plan and actions, and a detailed record demonstrating how the funding was utilized (including receipts, where applicable).
- Grant recipients should provide recognition of the Town's support in all project advertising.

Questions? Contact Cathy Marraccini at cmarraccini@townofclaytonnc.org or by phone at 919-553-1737.



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Name of organization/or individual requesting funding

Tax Exempt Federal ID # (if applicable)

Contact

Address

Email

Website URL

Phone #

Grant amount requested \$

Describe your organization's mission, your current organizational structure (board of directors, officers and volunteers) and how often and where your organization meets.

Provide a list of your major programs, activities and/or services during the past three years.

Give a complete and detailed description of the project for which you're requesting funding, including

- Artistic activities that will occur
- Project goals
- Number of events, dates, locations of project events
- Project participation fees, fees, to attend, discounts (if any) provided
- Marketing plan (including plan to reach under-served communities/individuals)
- A description of the need for the project in Clayton and how it meets the goal of the grant
- Methods that will be used to evaluate the success of the project (in measurable terms)
- How the scope of the project would change if full funding is not received

Provide a detailed and itemized budget for the requested funds including income and expenses specific to the program fund request. Your grant request should not be 100 percent of the total project expense, so please list other funding you may be utilizing.

“State law (G.S. 55A-16-24) requires a nonprofit corporation that receives more than \$5,000 of grants, loans or in-kind donations from a local government to provide its latest annual financial statements and filed Internal Revenue Service Form 990 upon written demand. The financial statements must contain details about the amount of public funds received and how those funds were used. If your organization receives more than \$5,000 from the Town of Clayton in a fiscal year, your organization may be required to provide these statements and forms.”

In keeping with G.S. 55A-16-24, please attach complete income and expense statements (an audit may be substituted) for your last full fiscal year and complete budget for the upcoming fiscal year. Your statement should include:

Last Fiscal Year:

- Itemized list of actual income and funding sources (government, private grants, fundraising, sales, membership dues, etc...)
- Itemized list of expenses (specific marketing expenses, hard and soft goods, personnel, artist fees, outside fees and service, etc...)

Upcoming Fiscal Year:

- Projected income and funding sources (government, private grants, fundraising, sales, membership dues, etc...)
- Projected list of expenses (specific marketing expenses, hard and soft goods, personnel, artist fees, outside fees and service, etc...)

Final Report

All grant recipients will be required to submit a final project report at the close of the grant period. This final report will include information regarding audience attendance figures, success of marketing plan and actions, and a detailed record demonstrating how the funding was utilized (including receipts, where applicable).

Fidelity Bond/Crime Insurance

Grant recipients who receive funding of \$5,000 or more are required to have a fidelity bond or crime insurance.

Signature

By signing below, I acknowledge that the information presented in this application is correct to the best of my knowledge. I understand the above requirements and acknowledge that the awarded funds will be used as outlined in this application. Furthermore, I understand that funds not used in the manner as awarded shall be returned to the Town of Clayton.