

Avery County Arts Council Grassroots Funding Guidelines

The Grassroots Arts Program was established by the North Carolina General Assembly in 1977 to provide an equitable and reliable source of state funding for non-profit, community based arts organizations and non-arts groups conducting arts programming in all 100 counties. The Avery Arts Council administers the program as the Designated County Partner (DCP) for Avery County under the auspices of the North Carolina Arts Council, a state agency.

Funds are available to non-profit, tax-exempt organizations, as well as Avery County schools, for projects designed to promote and develop cultural arts programming in Avery County. All funded projects must be complete by **June 30, 2010**.

Projects will be evaluated for artistic and educational merit, size and diversity of audience, responsiveness to the community's artistic needs, cooperation among arts and community organizations, and community outreach. The organizational and financial stability of applicants will also be taken into consideration. Grant awards must be matched dollar for dollar with cash from local sources spent on the same project during the same granting period for which funding is requested

Grants have been previously awarded to the Avery County Partnership for Children, the Avery County Chorale, The Extraordinary Players, Yellow Mountain Enterprises, Lees-McRae College, The Crossnore School, Grandfather Academy, and numerous Avery County elementary and middle schools. There is no set limit on grant amounts; however, grant awards in 2007-2008 ranged from \$300 to \$2,000.

Eligibility

The applicant organization must be a non-profit with state and federal tax exemption status or an Avery County School. A copy of your Letter of Determination from the IRS stating your organization is tax exempt under 501(c) 3 of the IRS code must be sent to the AAC office before grant funds may be awarded.

Non-profit groups without tax exempt status

If you do not have tax exempt status, we are permitted to award you funds by acting as your Fiscal Agent under the following conditions:

- 1) The application form must state the exact use of funds.
- 2) AAC will set up a special account in the form of a subgrant and pay the approved bills for the funded project.
- 3) A receipt is required for all expenditures. Accounts payable must be mailed to the Avery Arts Council, P.O. Box 2505, Banner Elk, NC 28604

No items may be charged in the name of the Avery Arts Council

Project & Fund Information

All funded projects must be complete, and **ALL** funds must be expended by June 30, 2010. Funds not spent prior to June 30, 2010 **MUST** be returned to the Avery Arts Council, as stipulated by the NC Arts Council, Department of Cultural Resources.

If funded, grantee accepts full responsibility for submitting a complete and concise project report and budget no later than **June 15, 2010**. Report forms are distributed to grantees in their award packets.

The grant recipient is obligated to maintain complete and accurate records of all activities connected with the grant, and these financial records must be available to state and federal officials for audit. The records are to be kept for 3 years from the date of submission of the final report.

Use of Funds

The North Carolina Arts Council has stipulated allowable expenditures for Grassroots Arts Funds. These include:

- **Programming Expenses** directly related to the funded project: artists fees and travel, space rental, advertising, publicity, costumes, sets, props, music, art supplies, and equipment rental/purchase.
- **Administrative Expenses** directly related to the funded project: such as salaries (not full time or permanent positions), phone, office supplies, printing, postage, rent, utilities, insurance, and equipment rental/purchase.

Grassroots Arts Funds **MAY NOT** be used for:

- On-going personnel positions
- Permanent equipment such as central air conditioners, heating units, supplies for long-term use
- Activities concurrent with the project that are not arts related
- Food or beverage for hospitality or entertainment functions
- Interests on loans, fines, litigation cost, lobbying expenses, or tuition for academic study
- Acrobatics, aerobic dance, beauty pageants, clowning, cosmetology, comedy, essay contests, fashion shows, juggling, magic shows, martial arts, mineralogy, gemology, modeling, nature presentations, quiz bowls, and travel presentations.

The grantee must submit a written request for permission to make an anticipated material change in the budget or scope of the project which deviates from the application. No such change can be made without the written approval **IN ADVANCE** by the Council.

Matching Requirements

Grassroots Arts Program funds must be matched dollar-for-dollar with cash raised locally and spent on the same project during the same granting period for which funding is requested. AAC will assume no more than 50% of the cash requirements of a project. Funds need not be in hand at the time of application but can be anticipated. In-kind contributions cannot replace cash for matching purposes, but can be noted as additional evidence of support.

How to Apply

Complete the NC Arts Council Grassroots Subgrant Application and return to the Avery Arts Council at P.O. Box 2505, Banner Elk, NC 28604.

Please contact the Avery Arts Council at 828-898-4292 or info@averycountyartscouncil.org for more information or with questions regarding the grant process.