



# Arapahoe County Guidelines

2022 Tier III SCFD Grant Application

Multi-County grant deadline: 4:00 p.m., Wednesday, March 02, 2022

Single County grant deadline: 4:00 p.m., Wednesday, March 09, 2022

## ELIGIBILITY

All applicants must have received SCFD eligibility prior to submitting a grant application. Eligibility requirements are listed on the [SCFD website](#). Please contact SCFD staff about eligibility questions at [scfd@scfd.org](mailto:scfd@scfd.org). Applicants must continually maintain compliance with all eligibility requirements. Eligibility does not guarantee funding.

## FINAL GRANT REPORTS

Organizations with any outstanding Final Grant Reports **will not** be able to submit a new grant application. This is not a requirement for first-time applicant organizations.

## HOW TO APPLY

All grant applications must be completed through the SCFD grants management system: <https://scfd.org/grantmaking/funded-organizations/tier-iii/>. Please read the Grant Application Directions in their entirety before contacting SCFD. Online Grant Tutorials are provided on the SCFD website above for your reference and are highly recommended.

## SUBMITTAL REQUIREMENTS

Incomplete applications will not be considered for funding and revisions after the grant application deadline will not be accepted.

## CULTURAL COUNCIL STUDY SESSIONS

The Cultural Council will discuss applications during public study sessions. Applicant organizations will receive further communication regarding this change from SCFD Staff.

## TIMELINE FOR USE OF FUNDS

Funds awarded in October 2022 are to be spent between October 2022 and December 31, 2023. A Final Grant Report for funds awarded during the 2022 cycle is due February 10, 2024.

## GRANT AMENDMENTS

To request any amendments to your grant as awarded please email [scfd@scfd.org](mailto:scfd@scfd.org).

## DEFINITIONS

**General Operating Support (GOS):** An unrestricted grant fund that helps the organization achieve its mission.

**Project:** A restricted grant given to support a specific event or connected set of activities, with a beginning and an end, explicit objectives, and a predetermined cost.

*By statute, SCFD funding cannot be used for scholarships, pass-through funding to other entities, capital expenses, debt retirement, or political or religious purposes.*

# Arapahoe County Funding Criteria

Organizations may apply for one grant only.

Either one GOS request or one project grant request. **Not both**, per the guidelines below.

## Types of Funding Available

**GOS:** Unrestricted funds available for organizations whose programming benefits the residents of Arapahoe County.

- Only organizations that are based in Arapahoe County and/or have attendees of which at least 51% are Arapahoe County residents may apply for GOS.
- The GOS funding request must not exceed 25% of the previous year's expenses or revenues, whichever is less.
- GOS funding decisions for the 2022 grant application will be made using financials from the organization's most recently completed fiscal year.

**For General Operating Support, virtual attendance/activities from most recently completed fiscal year can be included to determine compliance. This is only for application year 2022.**

**Project:** A restricted grant given to support a specific event or connected set of activities that occur within Arapahoe County or benefit Arapahoe County residents.

- The project must have a beginning and an end date, explicit objectives, and a predetermined cost.
- The funding request may not exceed more than 50% of the total project budget.
- The project must demonstrate that it specifically benefits the residents of Arapahoe County.
- For multi-county applicants applying to Arapahoe County, an Arapahoe County-only project budget is requested.
- Festival applicants are encouraged to apply for project funding. The Arapahoe County Cultural Council encourages these applicants to focus on the following in their narrative: uniqueness of offering, size, and accessibility of the festival, and actively marketed to the residents of Arapahoe County.

**For Project Grants, virtual programming will not be accepted. For hybrid programming, the project request budget can only reflect the in-person portion of the program.**

## Evaluation Process

For consistency in the evaluation process, the Arapahoe County Cultural Council uses specific criteria when scoring applications. We encourage applicants to review the 2022 scoring criteria when developing applications which is available on the [SCFD website](#).

## Requirements of Funding

- Funds awarded in 2022 are to be spent between October 2022 and December 31, 2023.
- Awarded organizations are required to submit a Final Grant Report by Friday, February 10, 2024, to report on how funds were used to benefit the residents of Arapahoe County.

- Funding must be used as outlined in the grant application as submitted.
- To make any amendments to your grant as awarded, please email [scfd@scfd.org](mailto:scfd@scfd.org).

Thank you for your application. We appreciate the work you do and want your organization to succeed. We encourage and support your efforts.