



Dear Tier III Organizations,

As we approach 2022, SCFD's goal is to continue to support you to the best of our ability while staying true to our governing state statute to provide funding to "enlighten and entertain the public." **We will continue sending updates regularly to keep you up-to-date with what you need to know and what you need to do.**

WHAT YOU NEED TO KNOW

IMPORTANT DATES

October 14, 2021 Final Grant Report opened
December 01, 2021 Grant Application opens
February 11, 2022 Final Grant Report Deadline, 4:00 pm
March 02, 2022 Multi-County Grant Application Deadline, 4:00 pm
March 09, 2022 Single-County Grant Application Deadline, 4:00 pm

WHAT YOU NEED TO DO

AWARD CHECK

All Tier III organizations should have received their award check, either through personal pick up or by mail. If not already done, please cash your check by December 1, 2021.

ATTENDANCE TRACKING & REPORTING REMINDER

Continue tracking in-person and virtual attendance.

How to report attendance in the 2022 Final Grant Report (FGR)

Report on the organization's in-person and virtual attendance numbers for the most recently completed fiscal year.

- Include only virtual attendance that provides meaningful engagement.

Adult and Youth Attendance section

- Account for a person's attendance in only one category

Attendance by County section

- Report attendance in the corresponding county based on where the participant resides.
 - Reporting total attendance based on where the program/event takes place is in the grant application. I.e. Ballet class taught in Broomfield County; report all attendance to said program in Broomfield County.

FGR REMINDER: Total Attendance must equal Total Attendance by County

*Continue to check the [Tier III page](#) on the SCFD website for the most current information.

Next Update: December 2021

Sincerely,

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