Dear Tier III Organizations,

As we enter 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

2021 PROJECTS

- Due to a large number of Tier III organizations relaying ongoing pandemic-related problems with completing funded projects, SCFD staff have determined a longer extension for the usage of 2020 funds is in order.
- **The deadline to use funds received in October 2020 will now be December 31, 2022.**
- All October 2020 funded organizations are expected to complete a 2022 Final Grant Report even if there were pandemic-related delays in the usage of funding. Please give the council thorough, but brief explanations of the delays and your plan to use the funds by the December 2022 deadline.

2022 PROJECTS

- For funds received in October 2021, the deadline to use the funds remains December 31, 2022.

2022 Tier III Application is now open! Grant Application Tutorials and Directions are now available on the [Tier III page](#). Don't wait until the last hour to begin your application.

IMPORTANT DATES

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

ATTENDANCE TRACKING & REPORTING REMINDER
Continue tracking in-person and virtual attendance. For virtual attendance- to the best of your ability - enter the location where the activity would have taken place or the location of the intended audience.

Reporting on Cancelled or Hybrid Events? Watch the Activities & Attendance tutorial on the [Tier III page](#) for more information.

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.
  - When reporting on total attendance in the grant application, attendance is

based on where the program/event takes place. E.g., Ballet class taught in Broomfield County; assign all attendance numbers of said program to Broomfield County.

FGR REMINDER: Total Attendance **must** equal Total Attendance by County

*Continue to check the <u>Tier III page</u> on the SCFD website for the most current information.

Next Update: February 2022

Sincerely,

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