# Jefferson County Guidelines
## 2027 Tier III SCFD Grant Application

**Multi-County grant deadline:** 4:00 p.m., Wednesday, March 3, 2027

**Single County grant deadline:** 4:00p.m., Wednesday, March 10, 2027

**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. 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 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 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 SESSION**
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 2027 are to be spent between October 2027 and December 31, 2028. A Final Grant Report for funds awarded during the 2027 cycle is due February 2, 2029.

**GRANT AMENDMENTS**
To request any amendments to your grant as awarded, please see the Grant Amendment section on the SCFD Tier III web page.

**By statute, SCFD funding cannot be used for scholarships, pass-through funding for other entities, capital expenses, to retire debt, or political or religious purposes. Read SCFD Statutory Exclusions for Use of Funds for more information.**

**DEFINITIONS**
**Activities:** events that are open to the public, such as performances, exhibits, or outreach performances. Events that are not considered activities include classes that are not open to the public, rehearsals, and fundraising.

**Educational Programming** should be inclusive of the community. It does not refer exclusively to Title I schools. This may also include adult education.

# Jefferson County Funding Criteria

**Requests can be made for either General Operating Support or one Project Grant, not both.**

| **TYPES OF FUNDING AVAILABLE** |
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| **GENERAL OPERATING SUPPORT (GOS):** An unrestricted grant that helps the organization achieve its mission.<br><br>GOS grant requests must not exceed 25% of the most recently completed fiscal year's operating expenses or revenues, whichever is less. No one organization will be allocated more than 10% of the previous year's available funds regardless of request size. For the 2027 cycle, the allocation cap is $210,535.97.<br><br>**For GOS, virtual attendance/activities for most recently completed fiscal year will not be included to determine compliance.**<br><br>To be eligible for GOS, an organization must:<br>1. demonstrate a majority (at least 51%) of activities (as defined above) or attendance occur within Jefferson County. This majority is determined by the attendance or activities in the most recently completed fiscal year.<br>2. be geographically located in Jefferson County whose principal office address (as listed by Colorado Secretary of State) is within Jefferson County.<br><br>Minimum grant request amount is $750. |
| **PROJECT GRANT:** 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.<br><br>**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.**<br><br>All activities for which project funding is requested must be conducted within Jefferson County.<br><br>A project request must not exceed 25% of the projected Jefferson County portion of the project's budget for operating expenses or revenue, whichever is less. Project request must be for no longer than 12 months.<br><br>For multi-county applicants, applying to Jefferson County, a Jefferson County-only project budget is requested.<br><br>Minimum grant request amount is $750. |

**EVALUATION PROCESS**

**Diversity, Equity, Accessibility, and Inclusivity** - Organization demonstrates that cultural equity, diversity, inclusiveness in hiring, programming, and audience development is nurtured, advanced, and protected. SCFD funds are intended to benefit all residents of Jefferson County.

For consistency in the evaluation process, the JCCC uses specific criteria when scoring applications. We encourage applicants to review the Unified Scoring Criteria document when developing applications. Please visit the SCFD website.

The JCCC strongly advises applicants to include specific and detailed information about their programming's impact in Jefferson County. While virtual programming should not be listed on the Activities sheet or attendance figures, applicants are encouraged to provide written testimony about the impact of their virtual programs.