



## Small Grant—Emergency Program (Organizations) Monthly Deadlines

The **Small Grants—Emergency Program** provides grants of up to \$750 for artists and organizations to help recover from failure of, damage to, or theft of equipment or other things related to their artistic discipline. For organizations, this may also include major equipment failures. The criteria include need related to art and the serious nature of the emergency.

We have \$5,000 in this program. (First-come, first serve; as long as funding is available—please check our website to see if money is still available in this program.)

### Application Deadlines for FY20:

September 6, 2019  
October 4, 2019  
November 8, 2019  
December 6, 2019  
January 3, 2020  
February 7, 2020  
March 6, 2020  
April 3, 2020  
May 8, 2020  
June 5, 2020

Please consult our website for information about the earliest possible starting date for your project.

For all deadlines, your project must be completed and grant funds spent by June 30, 2021.

For Fiscal Year 2020, ARAC has budgeted \$5,000. Applications will stay open as long as we have money available in the program. Please check with the office to make sure before starting an application. We will update the website when we spend our FY2020 allocation.

### Criteria

- Need related to art
- The serious nature of the emergency.

### Who's Eligible?

Arts organizations in the following Arrowhead counties: Aitkin, Cook, Carlton, Itasca, Koochiching, Lake, or St. Louis.

### What Kind of Organizations?

- State-registered and federally-recognized non-profit, tax-exempt organizations with a focus on the arts.
- Your organization must be an arts producing, arts presenting, or artist service agency, dedicated primarily to the arts. "Primarily" is defined as more

**This information can be made available in the following alternative formats: Braille, large print, and audio tape. We also can help your group find a language interpreter to translate these guidelines. To accommodate your request, the Arrowhead Regional Arts Council will need at least 10 working days.**

Arrowhead Regional Arts Council  
The Ordean Building  
424 West Superior Street, Suite 104  
Duluth, MN 55802  
218-722-0952 or 800-569-8134  
[info@aracouncil.org](mailto:info@aracouncil.org)  
MN Relay Service 1-800-627-3529

than 75% of your organization's activities and budget must be solely dedicated to the arts.

- The majority of your programming, services, or activities must take place in Minnesota, and must primarily serve and engage Minnesota audiences and participants.
- Your organization must have a history of at least one year of arts-related programs and services prior to applying.
- Your organization must have at least one paid or designated volunteer staff person.
- Local chapters of state or national organizations are only eligible to apply if they are administratively independent.

If your group has not yet received non-profit, tax-exempt status, you may apply by using a non-profit organization, accredited school, tribal government, or other unit of government as a fiscal sponsor. For information on how to use a Fiscal Sponsor, see the [Fiscal Sponsor Guidelines](#) page on our website, or contact us directly.

### **Coordination with Minnesota State Arts Board Support**

Organizations currently receiving Operating Support from the Minnesota State Arts Board (MSAB) are not eligible to apply to this or any other ARAC program, though they may serve as an eligible group's fiscal sponsor or partner. Past ARAC grant recipients with an overdue, unaccepted, or falsified final report are ineligible to apply.

### **How Many ARAC Grants Can an Organization Receive in One Year?**

In a single ARAC fiscal year (July 1-June 30), an organization can receive grant funding of **up to \$20,000 total** from applications reviewed in all eligible programs.

### **Americans with Disabilities Act**

Funded applications must comply with the Americans with Disabilities Act (ADA). The ADA requires that organizations make access to publicly funded projects available to people with disabilities. For more information contact: VSA Minnesota at 612-332-3888, [craig@vsamn.org](mailto:craig@vsamn.org), [www.vsamn.org](http://www.vsamn.org), or the MN State Council on Disability at 800-945-8913, [council.disability@state.mn.us](mailto:council.disability@state.mn.us), [www.disability.state.mn.us](http://www.disability.state.mn.us).

### **What Kinds of Things are INELIGIBLE for Funding?**

- The project attempts to influence any state or federal legislation
- The activity involves out-of-state travel.
- The project requires excessive entry or exhibition fees, includes tuition, fees or work toward a degree
- The project primarily involves developing school curriculum plans or teaching materials
- The project promotes religious socialization
- The project was once supported by state general fund appropriations
- The project is designed for a private audience and is not open to the general public
- The project is for capital improvement or construction
- The funds are requested to purchase more than \$600 worth of equipment or to purchase real property
- The funds are requested for general operating support
- The funds are requested for a project that serves as a benefit or fundraiser

**Note:** ARAC has attempted to provide a thorough and clear articulation of its eligibility rules, but it reserves the right to declare an application ineligible for reasons

not explicitly stated here. If you have questions about the eligibility of your project, please contact the office. Grantees are responsible for complying with all federal, state, and local laws, rules, regulations, and ordinances in relation to the use of these funds. Failure to comply may result in termination or forfeiture of the grant.

### **Tips on Applying for Grants**

- If you have any questions, or if you are a first-time applicant, you are encouraged to contact ARAC staff at 218-722-0952, 800-569-8134, or [grants@aracouncil.org](mailto:grants@aracouncil.org).
- ARAC staff can review your grant application if you request that review two weeks or more before the grant deadline. Staff assistance in no way implies your grant request will be funded.
- Please review our website for our Grants FAQ.

### **Grant Questions**

The Emergency Grant is for artists and organizations to help recover from failure of, damage to, or theft of equipment or other things related to their artistic discipline. The criteria include need related to art and the serious nature of the emergency.

Questions:

- Please explain your need related to art and the serious nature of the emergency.
- Please explain how exactly you would spend the money?

*We may contact you to ask additional questions.*

*Optional Questions:*

- Is there anything else you would like to tell us about yourself or your proposed project?

### **What happens after I apply?**

1. The staff reviews all applications and materials for completeness and eligibility.
2. The staff makes a recommendation to the ARAC Board of Directors.
3. Applicants will be notified via email of the Board's decision within fourteen days of the board grant review. Successful applicants will be assigned a grant agreement and a final report form. The final report must be completed and submitted within thirty days of completion of the project. Applicants must receive approval from ARAC in writing for any major changes to their proposed project.
4. The Board's funding decisions may be appealed solely on alleged procedural errors. An applicant must request an appeal within thirty days of notification of the Board decision. A board subcommittee, consisting of at least three members appointed by the ARAC chair, will consider any appeals. The subcommittee reports its findings and recommendations to the full ARAC Board for action.

**Our website includes tip sheets about:**

- **Applying for grants generally**
- **How to fill out our budget document**
- **How to use our Foundant grant website**



## About Us

**Mission:** The Arrowhead Regional Arts Council (ARAC) seeks to facilitate and encourage local arts development. This mission statement grows from a conviction that the arts improve the quality of life in the region.

**Legislative Mandate:** ARAC is one of eleven regional arts councils designated by the State of Minnesota "to make final decisions on the use of legislative appropriations for local/regional arts development." ARAC is charged to assess the needs of the seven counties in the Arrowhead Region and to plan and administer programs and services based on its assessment.

**Arts and Cultural Heritage Fund Mandate:** ARAC receives funding from the Legacy Amendment which was appropriated by the State Legislature with money from the vote of the people of Minnesota on November 4, 2008. The intent of this funding is to support and create access to the arts for artists, arts organizations, and communities; to support arts education for Minnesotans of all ages; and to support diverse ethnic and cultural arts traditions represented in this state.

**NOTES:**

