

SPRINGVILLE ARTS COMMISSION GRANT APPLICATION GUIDELINES AND POLICIES

The Springville Arts Commission (SAC) is an advisory committee to the Springville City Council. Some of the primary responsibilities of the commission include assisting the City in providing funding to local arts and humanities organizations and to increase awareness of and participation in the fine and performing arts by citizens of Springville. All grant applications are reviewed by the SAC and funding is approved according to most appropriate and best use in the interests of Springville citizens.

All grants are made on an “available funds” basis and new applications must be submitted for each block of funds as they become available. Springville Arts Commission’s support should be considered supplementary to the budgets of any arts/humanities organization.

The SAC encourages organizations to seek funding sources in addition to the SAC showing a strong financial commitment by the applicant and others for their project. In fund raising, non-profit groups should be aware of federal tax rules.

THE SPRINGVILLE ARTS GRANTS PROGRAM IS COMPETITIVE. AN AWARD FOR PAST OR CURRENT FUNDS DOES NOT GUARANTEE AN AWARD FOR SUBSEQUENT FUNDS.

GUIDELINES

1. Only complete applications will be accepted.
2. Applications may be submitted at any time, but awards and funding will be made on a fiscal year basis. The fiscal year begins on July 1st and ends the following June 30th. Applications for a specific year may be submitted prior to the beginning of the fiscal year period, but funds will not be awarded, or available until after the fiscal year has begun. All funds awarded must be used before the end of the fiscal year in which the grant was awarded.
3. Please carefully read the CERTIFICATION section of the application prior to signing and submitting the grant application. In the event a grant is awarded, the information provided on the application will become a legally binding part of the contract between the applicant and Springville City.
4. If the grant funds are made available, the grantee shall give appropriate recognition to the City of Springville in promotion, publicity, program and advertising materials. Recognition could be in the form of a statement such as:

“This program is supported by a grant from the Arts Commission of the City of Springville.”

POLICIES

ON-SITE REVIEW

All grantees will be required to submit to the SAC the dates, times and locations of their projects and events. Every effort will be made by the Commission and staff to review the grantee activities.

Grantees will be requested to admit reviewers to their projects or events free of charge. Reviewers will inform grantees in advance of their planned attendance in order for tickets to be arranged.

EVALUATION OF GRANTS

All grant recipients will be required to submit an Evaluation Report within thirty (30) days of the project completion but no later than the submittal of a grant application for the next year. A grant recipient who fails to submit an Evaluation Report within the required time period may not be eligible to receive any further grant funds.

SAC FUNDING PRIORITIES

Grants will be awarded for specific projects. In making recommendations for grant funding, the SAC will consider the following general criteria:

1. The artistic merit of the project.
2. The professional nature and stability of the organization including sound business management.
3. The ability of the organization to achieve its objectives.
4. The success or failure of previous programs of the organization.
5. The demonstrated need for the funding.
6. Availability to special audiences such as senior citizens, school children and handicapped persons.
7. The ability of the organization to raise other funds in addition to those of the SAC.
8. At least 70% of the participants must be local.
9. Performances/Presentations must be held in Springville
10. All events and services must be open to the general public.
11. While not minimizing the social contributions that can be the result of arts experiences, SAC places a greater priority on those programs that emphasize the professional presentation and production of the arts.

SAC FUNDING LIMITATIONS

The SAC **cannot** fund the following:

1. Building renovations, maintenance of facilities, or capital expenditures.
2. Projects involving travel.
3. Projects completed prior to granting period (Fiscal year of grant award).
4. Replacement funds normally budgeted for the project.
5. Tuition for college/university study in the USA or abroad.
6. Deficits.

HOW TO APPLY

Complete the application form and submit it to either your Arts Commission representative or to the:

Springville Arts Commission
126 East 400 South
Springville, UT 84663