

## **St. Louis Park Arts & Culture Grant Program Eligibility Requirements**

Art projects or cultural events must be arts-related and community-based, provide artistic enrichment and create opportunities for artistic collaboration in St. Louis Park.

Disbursement of grant funds is typically done on a reimbursement basis. The city reserves the right to reject any and all grant proposals that do not meet the requirements and intent of the grant program.

Organizations or artists may start work on grant projects after receiving council approval (late November 2018) and signing the funding agreement (available upon request). All grant activities should be completed by Dec. 31, 2019 unless the city has provided written permission to extend the grant.

Grantees must document the results of the project, demonstrate in-kind match (if applicable) and complete a final report and evaluation. The final report must include copies of receipts for all expenses. Grantees cannot be considered for future funding until all documentation is submitted.

Proposals for art intended to remain in the community must include a letter of permission to remain in a location. The proposal must discuss what will be needed to maintain the piece of art, proposed lifespan and removal suggestions. Semi-permanent and permanent art installations must also include within the request for grant funds monies for an identification and funder recognition plaque. Plaques must conform to the city's maintenance policy. Artist must also comply with the city's Public Art Policy.

Preference will be given to proposals that benefit parks and other public areas, contain a financial or in-kind match, demonstrate the ability of the applicant to manage the proposed project, provide accommodation and inclusiveness for diverse populations, and include references.

All grantees must agree to grant permission to the City of St. Louis Park to video record and/or photograph their project for repeated playbacks on cable television, the internet or other use. Grantees must also agree to grant permission to the City of St. Louis Park, St. Louis Park Friends of the Arts and St. Louis Park Youth Development Fund to use and reproduce any produced materials of the project. Grantees are also responsible for obtaining signed releases from all performers, artists, copyright holders, etc.

All grantees must recognize the collaborative partners of the Arts & Culture Grant Program in all produced materials with the following language: Funding for this project was provided by a grant from the St. Louis Park Arts & Culture Grant Program, a collaborative partnership of the City of St. Louis Park, St. Louis Park Friends of the Arts and St. Louis Park Youth Development Fund. Arts & Culture Grant Program logo can also be obtained for recognition from Lisa Abernathy upon request.

The St. Louis Park Arts & Culture Grant Program funds new projects; it cannot be used to restore funding.

City of St. Louis Park employees, St. Louis Park Friends of the Arts employees and board members, and St. Louis Park Youth Development Fund board members must disclose their affiliation in the above organizations if requesting a grant.



Applicants may be asked follow up questions or to meet with the Arts & Culture Grant Committee regarding their application or project.

Grant recipients are encouraged to submit a project outcome report or evaluation to the Arts & Culture Grant Committee.

Grant recipients are eligible for no more than three grants during any five-year period.