



2020 St. Louis Park Arts & Culture Grant Program

It is our pleasure to invite you to apply for a grant from the St. Louis Park Arts & Culture Grant Program. This program is provided in partnership with the City of St. Louis Park, the St. Louis Park Community and Youth Development Fund, and the St. Louis Park Friends of the Arts.

The Arts & Culture Grant Program was established in 2006 to fund projects that:

- Support community pride and build bridges between artists and communities in St. Louis Park,
- Showcase new and emerging artists, and/or new opportunities from established artists.
- Fund project proposals that are accessible and appeal to large populations,
- Engage people in creative learning experiences through the arts,
- Provide opportunities to increase and promote artistic production and cultural experiences.

Projects/proposals selected for funding will be arts-related and community-based, will provide artistic enrichment and will create opportunities for artistic collaboration.

Selection Criteria

1. **Project Proposal and Budget Clarity** – does the narrative provide a clear picture of the project, how it will be completed, who it will serve, and what it will achieve? Is the budget reasonable and easy to understand?
2. **Participants and Audience** – are all project components open to the public? Is there a public display or performance that will reach a broad audience?
3. **Artist Opportunities** – will the project provide opportunities for new and/or emerging artists, or present new challenges to established artists?
4. **Community Impact**— will the project make a lasting impact on the community? Are there ongoing performances or a permanent artwork?
5. **Probability of Success**—does the project have a high likelihood of being completed as described? Does the project team have the experience, skills, and partnerships necessary to successfully complete the project?

Resources

Friends of the Arts and City of St. Louis Park staff are available to provide assistance to grant applicants. Examples of assistance include but are not limited to:

- Answering questions related to eligibility, selection criteria, and grant process
- Connecting to organizations, artists, and individuals in the community who may be collaborators or project partners
- Reviewing and providing feedback on narrative and budget drafts

The application deadline is 4:30 p.m. on Monday, September 30, 2019.

Grants application forms are available from the St. Louis Park Friends of the Arts, St. Louis Park Community and Youth Development Fund and the City of St. Louis Park. Applications must be submitted to the City of St. Louis Park by the deadline to be considered for funding. Completed grant applications may be submitted electronically, in-person or by mail; supplemental materials that support the application are encouraged.

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

Award Timeline

Application Available	Application Submission Deadline	Committee Application Review	Council Approval of Grantees and Award Funds
July 1, 2019	September 30, 2019	October 2019	End of November 2019

St. Louis Park Arts & Culture Grant Application Instructions

Complete the application on-line (fill in-able form; must be emailed or mailed) or in paper format (can be mailed or dropped off). Supplemental materials related to the proposal are optional.

Completed applications may be mailed/emailed to:

Email: Maria Carrillo Perez (mcarrillo-perez@stlouispark.org)

Mail: City of St. Louis Park Administration Department
Attention: Maria Carrillo Perez
5005 Minnetonka Blvd.
St. Louis Park, Minnesota 55416

For more information visit:

City Website: <https://www.stlouispark.org/our-city/arts-and-culture-grant-application>

St. Louis Park Community and Youth Development Fund: www.slpcf.org

St. Louis Park Friends of the Arts: www.slpfota.org

Eligibility & Requirements

1. 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.
2. 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.
3. Organizations or artists may start work on grant projects after receiving council approval (November 2019) and signing the funding agreement (available upon request). The earliest grant expenditure date (EGED) is January 1, 2020 and all grant activities should be completed by December 31, 2020 unless the City has provided written permission to extend the grant.
4. 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.
5. 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.
6. Preference will be given to proposals that benefit parks and other public areas, that 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.
7. 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 and to grant permission to the City of St. Louis Park, the St. Louis Park Friends of the Arts and the St. Louis Park Community and 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.
8. All grantees must recognize the collaborative partners of the Arts and 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 and Culture Grant Program, a collaborative*

partnership of the City of St. Louis Park, the St. Louis Park Friends of the Arts and the St. Louis Park Community and Youth Development Fund. Arts and Culture Grant Logo can also be obtained for recognition from Maria Carrillo Perez upon request.

9. The St. Louis Park Arts & Culture Grant Program funds new projects or existing projects with new components (cannot be used to restore funding).
10. City of St. Louis Park employees, St. Louis Park Friends of the Arts employees and board members and St. Louis Park Community and Youth Development Fund Board members must disclose their affiliation in the above organizations if requesting a grant.
11. Grant recipients are eligible for no more than three grants during any five-year period.
12. Grant recipients are encouraged to submit a project outcome report or evaluation to the Arts and Culture Grant Committee.

Commonly Asked Questions

How do I apply?

Applications can be filled out on-line or by completing and returning a hard copy. Only “official” applications will be accepted. Supplemental materials are optional.

- Download an application at <https://www.stlouispark.org/our-city/arts-and-culture-grant-application> or Friends of the Arts website at www.slpfota.org.
- Pick up an application city hall 5005 Minnetonka Blvd. St. Louis Park, MN 55416; or call Maria Carrillo Perez (952) 928-1417 or Friends of the Arts at (952) 928-6422 to have an application mailed.

What is the role of the committee?

The review committee is comprised of members from the community, St. Louis Park Schools, City of St. Louis Park, St. Louis Park Community Foundation, St. Louis Park Friends of the Arts and Discover St. Louis Park. It is their role to review the applications and recommend a list of projects to the St. Louis Park city council for funding.

How will I know if my project is recommended for funding?

The City of St. Louis Park will notify all applicants about committee recommendations and preliminary funding status near the end of November 2019. City staff will forward the committee’s recommendations to city council, who will approve grants at the November 2019 council meeting.

If my proposal is selected for funding, when can I start?

Each grantee must sign and return a Funding Agreement before starting work on the grant which will be provided to you from the City of St. Louis Park if you are selected as a grant recipient. Funds will be available January 1, 2020. Projects must be completed by December 31, 2020 unless the city has provided written permission for an extension.

How much funding is available?

The Arts and Culture Grant Committee has up to \$20,000 to allocate in a grant cycle year. Projects outside this funding scope are encouraged to inquire as they may still be able to be considered. Any inquiries should contact Maria Carrillo Perez.

What types of projects have received funding in the past?

An updated list of past Arts and Culture Grant recipients can be found on the St. Louis Park city website <https://www.stlouispark.org/our-city/arts-and-culture-grant-application>.

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