2020 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 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 for 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

St. Louis Park 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, Sept. 30, 2019.
Grant 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

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<th>Application submission deadline</th>
<th>Committee application review</th>
<th>Council approval of grantees and award funds</th>
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<td>July 1, 2019</td>
<td>Sept. 30, 2019</td>
<td>October 2019</td>
<td>End of November 2019</td>
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### Grant application submittals

Complete the online application at [www.stlouispark.org/arts](http://www.stlouispark.org/arts), or mail or email completed PDF paper applications to Maria Carrillo Perez at [mcarrillo-perez@stlouispark.org](mailto:mcarrillo-perez@stlouispark.org) or City of St. Louis Park Administration Department

Attn: Maria Carrillo Perez

5005 Minnetonka Blvd.

St. Louis Park, Minnesota 55416

Applications can also be obtained from St. Louis Park Friends of the Arts, [www.slpfota.org](http://www.slpfota.org), or St. Louis Park Youth Development Fund, [www.slpcf.org](http://www.slpcf.org).

### Eligibility and 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 Jan. 1, 2020, and all grant activities should be completed by Dec. 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, 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 & 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, the St. Louis Park Friends of the Arts and the St. Louis Park Community and Youth Development Fund. The Arts & 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 & Culture Grant Committee.
Commonly asked questions

How do I apply?
Applications can be filled out online or by completing and returning a paper copy. Only official applications will be accepted. Supplemental materials are optional.

- Download an application
- City website: www.stlouispark.org/arts
- Friends of the Arts website: www.slpfota.org

- Pick up an application at St. Louis Park City Hall:
  5005 Minnetonka Blvd.
  St. Louis Park, MN 55416

- Call Maria Carrillo Perez at 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 Public 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 Jan. 1, 2020. Projects must be completed by Dec. 31, 2020 unless the city has provided written permission for an extension.

How much funding is available?
The Arts & 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 & Culture Grant recipients can be found on the St. Louis Park city website at www.stlouispark.org/arts.