

Cultural Development

—
ANNUAL GRANT
ALLOCATIONS

**CORAL
GABLES**[®]
THE CITY BEAUTIFUL



CULTURAL GRANT FUNDING



- Prior to 1995 – City of Coral Gables granted cultural funds based on individual requests

CULTURAL DEVELOPMENT BOARD

- 1995 – formed with the purpose of recommending cultural funds
- 1995 – recommended funding of \$150,000 - \$200,000
- 2022 – current funding \$191,228

PUBLIC NOTICE

- Communications and Public Affairs Division
- City Clerk
- City of Coral Gables e-News
- Cultural Grants dedicated webpage
- Emailed to current, previous, and interested applicants
- Miami-Dade County Department of Cultural Affairs
- Arts & Business Council of Greater Miami
- Coral Gables Community Foundation
- Coral Gables Chamber of Commerce



CORAL GABLES CITY COMMISSION

CULTURAL DEVELOPMENT BOARD

Appointed by the Coral
Gables City Commission

CULTURAL GRANT Program Objective

Visual & Performing Arts

History

Historic Preservation

Folk Life

International Cultural Exchange

Literary Arts

Media Arts

CORAL GABLES
CULTURAL GRANT WEBSITE

www.coralgables.com/culturalgrants

GRANT CATEGORIES

Coral Gables Based Cultural Organizations (CGB)

- Organization has physical address in Coral Gables
- Annual budget over \$500,000
- Present year-round cultural performances, exhibitions or presentation of art in Coral Gables
- Enhance the cultural vitality of the City of Coral Gables
- Maximum Grant Request: \$15,000

OR

Cultural Programs (CP)

- Cultural series & events presented in Coral Gables
- Maximum Grant Request: \$10,000

ELIGIBILITY

- **Program/Project must take place in Coral Gables**
- All funded activities must be open and accessible to the public
- Mandatory attendance at the grant webinar
- Organization is legally incorporated as a non-profit
- Federal non-profit status is in good standing
- 2-year record of presenting year-round cultural programming
- Most recent Final Report is submitted by the deadline
- Interim Final Report is submitted for current fiscal year
- Program/Project does not include a fundraising component

Required documents



501 (c)(3)



W-9

Return of Organization Exempt From Income Tax
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2005 calendar year, or tax year beginning _____, 2005, and ending _____

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	Please use IRS label or print or type. See Specific Instructions.	C Name of organization _____		D Employer identification number _____
		Number and street (or P.O. box if mail is not delivered to street address) _____	Room/suite _____	E Telephone number () _____
		City or town, state or country, and ZIP + 4 _____		F Accounting method: <input type="checkbox"/> Other (specify) _____

* Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Website: ► _____

J Organization type (check only one) ► 501(c) () ◀ (insert no.) 4947(a)(1) or 527

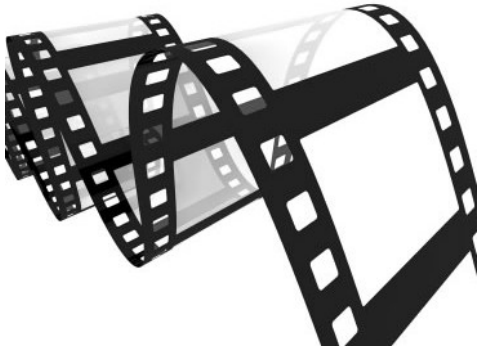
K Check here ► if the organization's gross receipts are normally not more than \$25,000. The organization need not file a return with the IRS; but if the organization chooses to file a return, be

H and **I** are not applicable to section 501(c)(3) organizations.
H(a) Is this a group return for affiliates? Yes, enter number of affiliates: _____
H(b) If "Yes," enter number of affiliates included? (if "No," attach a list. See instructions.) _____
H(c) Are all affiliates included? (if "No," attach a list. See instructions.) _____
H(d) Is this a separate return filed by an organization covered by a group return? Yes, enter number of organizations: _____

Required documents

- Resume/CV of ED and person administering the grant
- Board of Directors list
- Funding History
- Organization and Program/Project budgets
- Financial Support
- IRS non-profit status determination or affirmation
- IRS 990, 990-N, or audited budget if religious organization
- Letters of Commitment from venues and collaborators
- W9 and Registration Form are required if funds are granted

Grant Expenditures



Allowable Grant Expenditures

- Artistic Fees
- Direct Program Costs
- Equipment Rental
- Supplies/Materials
- Marketing/Publicity
- Printing and Publications
- Space Rental
- Transportation within Miami-Dade County
- Transportation for outside visiting artists
- Restrictions – Refer to the Cultural Grant Guidelines

Restricted Grant Expenditures

- Proposal preparation
- Expenses outside of the fiscal year
- Compensation of forfeited revenue
- Capital improvements & equipment
- Debt reduction
- Staff travel outside of MDC
- Social/Fundraising events
- Hospitality costs
- Prizes, awards, plaques, scholarships
- Classes, Master Classes, After-school programs, Camps
- Additional items – Refer to Cultural Grant Guidelines

Cost Sharing/Leverage

FUNDING SOURCES

- National Endowment for the Arts
- Florida Department of State / Culture Builds Florida
- Miami-Dade County Department of Cultural Affairs
- Foundations (Coral Gables Community, Knight, Miami)
- Corporate Contributions
- Private Contributions
- Ticket Sales

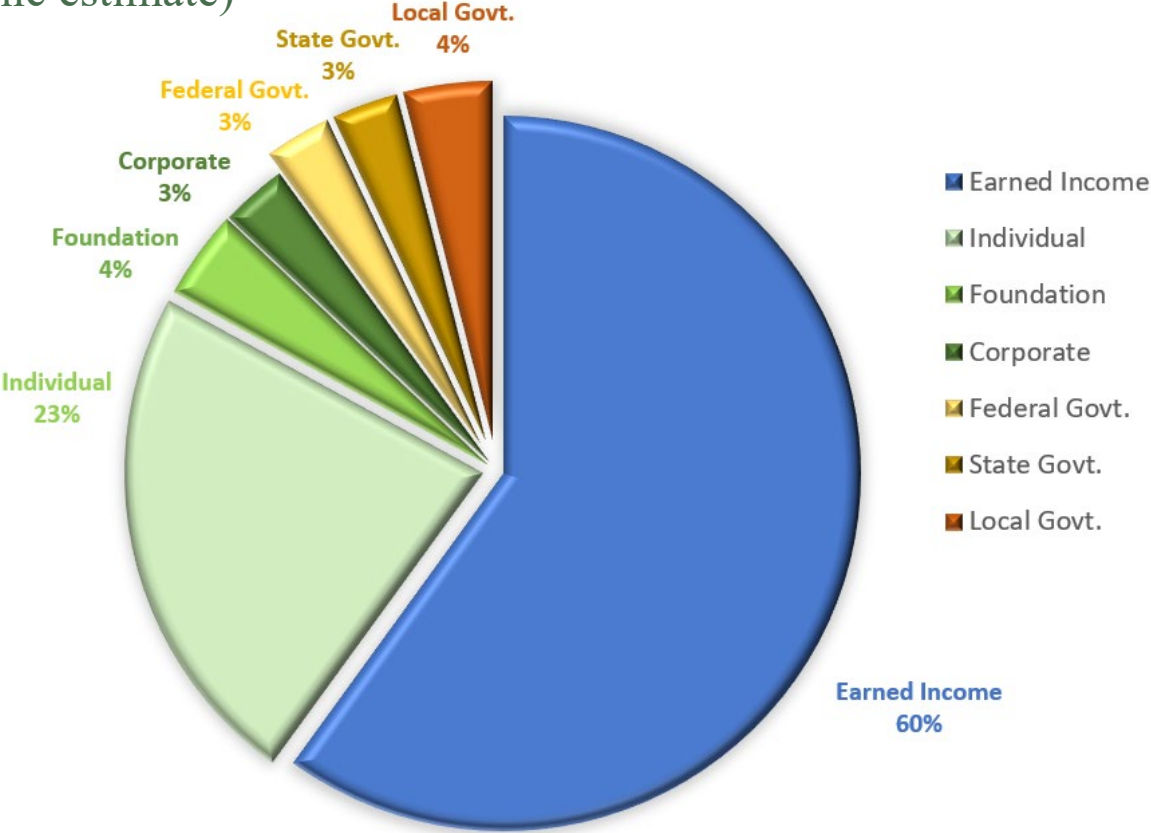
RETURN ON INVESTMENT / ECONOMIC IMPACT:

\$448,294 Local Government Revenue

\$8,546,950+ Local Business Revenue

Revenue Sources for non-profit Arts Organizations

(pre-pandemic estimate)



EVALUATION CRITERIA & SCORING



- Program/Project Excellence - 20 Points
- Artistic Excellence - 10 Points
- Organization & Management Capacity - 20 Points
- Outreach & Community Partnerships - 10 Points
- Marketing - 20 Points
- Outcomes - 10 Points
- Finances & Budget Accountability - 10 Points

EVALUATION PROCESS



- Rubric used to support fair and consistent scoring
- High & Low scores are dropped
- **80-point** minimum score for recommending funding
- A multiplier is used
- Board members must be present to verify their scores

IMPORTANT NOTES

- ▶ **No Event Should be Dependent on City funding**
- ▶ **Budget requires a minimum one to one match of the grant award**
- ▶ Cultural Grant funding distribution is not confirmed until approved by the City Commission
- ▶ Cultural Grant funds are not confirmed until approval of the annual budget
- ▶ Letters of Venue Commitment are required
- ▶ Changes to grant-funded programs must be approved

IMPORTANT NOTES (continued)

- ▶ Festivals* are not eligible; however, non-profit performance groups may apply on their own behalf

- ▶ Consultation Required with draft & budget forms for:
 - ▶ First time applicants
 - ▶ Previously disqualified applicants
 - ▶ If more than 3 years since applying

- ▶ Technical Review

- ▶ Interim Final Report due by Application Deadline

*For the purpose of this grant, festivals are regarded as community events with commercial vendors that are typically held outdoors. Approved by Res.

ACCOUNTABILITY



- Grantee signs an agreement outlining terms and conditions
- Board members and staff attend grantee programs
- Interim Final Report due at time of application to next fiscal year's funding request
- Final Report due following completion of the program
- Grantee provides materials documenting support of the City
- Grantee provides invoices and proof of payment for funded activities

Event Sharing

GOLDEN TICKET

Ages 62 and over / FREE cultural offerings for County senior residents

CULTURE SHOCK:

Ages 13-22 / \$5 tickets for themselves and a second \$5 ticket for a friend or family member of any age to accompany them

Includes: music, theatre, and dance performances, as well as admission to museums, landmarks, and cultural destinations in the County



Thank You

HISTORICAL RESOURCES &
CULTURAL ARTS DEPARTMENT

CORAL
GABLES
THE CITY BEAUTIFUL