

*Cultural
Development*

—
ANNUAL GRANT PROGRAM

CORAL
GABLES®
THE CITY BEAUTIFUL



CULTURAL GRANT PROGRAM



- Prior to 1995 – City of Coral Gables cultural fund allocations were based on requests made directly to Commissioners

CULTURAL DEVELOPMENT BOARD

- 1995 – CDB was formed for the purpose of recommending cultural funds
- 1995 – CDB recommended funding of \$150,000 - \$200,000
- 2019, 2020, 2021, 2022, 2023 – approved annual 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

CULTURAL GRANT Program Objective

Visual & Performing Arts

History

Historic Preservation (includes Gardens)

Folk Life

International Cultural Exchange

Literary Arts

Media Arts

GRANT CATEGORIES



Coral Gables Core Cultural Organizations (CGC)

- 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



Coral Gables Cultural Programs (CGP)

- 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 grant webinar participation
- 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 is not a fundraising event or project

Requirements



501 (C)(3)



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.

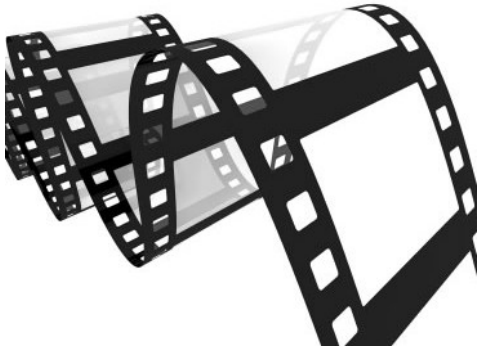
W-9

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	<small>Please use IRS label or print or type. See Specific Instructions.</small>	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 (_____) _____
G Website: ► _____		City or town, state or country, and ZIP + 4 _____	F Accounting method: <input type="checkbox"/> Other (specify) _____
J Organization type (check only one) ► <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		H and I are not applicable to section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).	
K Check here ► <input type="checkbox"/> 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(a) Is this a group return for affiliates? <input type="checkbox"/> Yes <input type="checkbox"/> No H(b) If "Yes," enter number of affiliates: _____ H(c) Are all affiliates included? (if "No," attach a list. See instructions.) <input type="checkbox"/> Yes <input type="checkbox"/> No H(d) Is this a separate return filed by an organization covered by a group exemption certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Required

- 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
- Non-Profit Corporation Annual Report
- Letters of Commitment from venues and collaborators
- W9 and Registration Form are required if funds are granted

Grant Expenditures



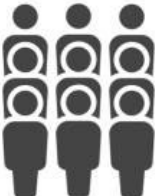
Allowable Grant Expenditures

- 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
- 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

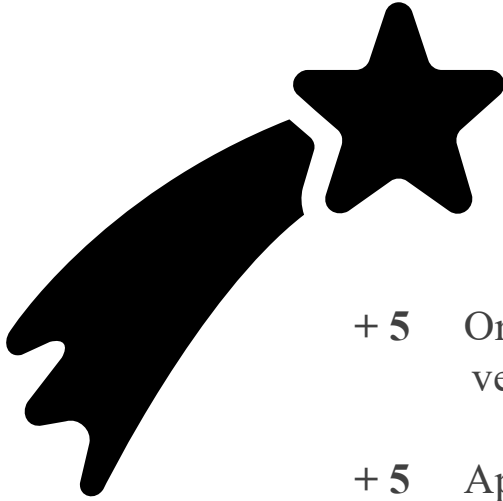
Evaluation



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



Bonus Points!

- + 5 Organization's principal address is in Coral Gables, verified by non-profit corporation profile in Sunbiz
- + 5 Application includes FREE event
- + 2 Organization's Operating Budget is \$50,000 or less, verified by tax records

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

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

Ticket Programs

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

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