

## COMMUNITY-BASED ORGANIZATION OPPORTUNITY GRANT Guidelines

### Sponsorship of Performances, Workshops, Exhibits

The Delaware Division of the Arts awards grants up to \$1,000 to support the presentation of performing, visual, literary, media, or folk arts in communities throughout the state.

#### Applications Online

Opportunity Grant applications must be submitted online at:  
<http://artsdel.egrant.net>

### Opportunity Grant Goals

Opportunity Grants are intended to increase opportunities, particularly in underserved communities, for residents who do not routinely have access to diverse types of arts activities. Projects in this category typically involve artists from outside the immediate community.

### Eligibility

To be eligible to apply for a Community-Based Organization Opportunity Grant, applicants must:

Be a Delaware-based nonprofit organization whose primary purpose is not the arts. This includes libraries, civic groups, community/senior centers, festivals, parks/recreation programs, units of government, and university/college non-credit programs intended to serve the community.

**Note:** Public, private, and parochial schools are eligible only if the proposed arts project is taking place after school hours and is open and promoted to the public.

Opportunity Grants are intended, principally, to assist organizations that are new to presenting the arts and/or new to the Division's grant programs. For organizations with an established history of arts programming and Division of the Arts grants, only very unique and unanticipated opportunities will be considered.

No more than two Opportunity Grant applications may be made in any calendar year without the permission of the Division Director. After receiving Opportunity Grants for two years, organizations with ongoing programs or annual events are expected to apply for funds through the Project Support category.

Receipt of state and federal grants carries with it certain obligations and responsibilities. The Division of the Arts retains the right to withhold funding if a grantee is found not to be in compliance with state and/or federal obligations. Review the information contained in the following documents: [Delaware Division of the Arts Grantee Responsibilities](#), and [National Endowment for the Arts Requirements for Subgrant Recipients](#).

### Application Components

The Opportunity Grant application includes:

- An organizational profile
- Narrative questions describing the project and how it meets the evaluation criteria
- Project budget
- Information about the artist's background and experience
- Letter of intent or contract with the artist
- Optional – Letters of support from partners (if applicable)

## **Evaluation Criteria for Opportunity Grants**

Applications for Opportunity Grants are evaluated on the following criteria:

- Quality of artistic product, process, or service
- Increased access to diverse and quality arts programs, particularly in underserved communities
- Financial feasibility and need as demonstrated in the budget submitted
- Potential ability to attract the target audience or participants
- Immediacy and uniqueness of the opportunity

## **Matching Funds and Grant Award Limits**

Applicants may request up to 80 percent of the cost of artist fees and travel expenses or other performance/exhibit/workshop-related costs, with requests not to exceed \$1,000. Awards may not be used for prizes, receptions/refreshments, projects which have sectarian or religious purposes, or fundraising events.

## **Application Deadline and Filing**

Opportunity grant applications are accepted on an ongoing basis, but must be received at least six (6) weeks prior to the project begin date. Earlier applications are recommended, whenever possible.

The Community-Based Organization Opportunity e-grant application may be accessed at [artsdel.egrant.net](http://artsdel.egrant.net).

## **Grant Review Process**

Division staff members, in conjunction with the Division Director, review Opportunity Grant applications. The Director then makes final decisions on funding. For details on the grant review process and appeals procedure, read [Delaware Division of the Arts Grant Review Process](#).

## **Notification of Grant Awards**

Applicants will be notified of the decision of the grant review committee within four weeks of application submission. Awardees will receive full payment following notification of their selection.

## **Final Evaluation Report**

A final evaluation report is due within 60 days following the end date of the project. Failure to submit this form may preclude future Division of the Arts funding.