

## GRANTS FOR COMMUNITY-BASED ORGANIZATIONS OVERVIEW

Fiscal Year 2017

### Delaware Division of the Arts

The Delaware Division of the Arts, a branch of the Delaware Department of State, is dedicated to cultivating and supporting the arts to enhance the quality of life for all Delawareans. Together with its advisory body, the Delaware State Arts Council, the Division administers grants and programs that support arts programming, educate the public, increase awareness of the arts, and integrate the arts into all facets of Delaware life.

### Eligibility

To be eligible for grants for Community-Based Organizations applicants must:

1. Be a Delaware-based **nonprofit organization** whose primary mission is not the arts.
  - This includes organizations such as libraries, civic groups, community/senior centers, and university/college non-credit programs intended to serve the community.
  - Have a stable, functioning board of directors that meets at least quarterly.
  - Be based and chartered in Delaware as a nonprofit organization; exempt from federal income tax under Section 501(c)(3) or 501(c)(4) or 509(a) of the Internal Revenue Code; and eligible to receive donations allowable as charitable contributions under Section 170(c) of the Internal Revenue Code of 1954.

or

2. Be an established **unit of municipal, county, or state government** within Delaware.

### Grant Categories for Community-Based Organizations (CBO)

The Division offers two opportunities for **community-based organizations** to apply for grants.

**PROJECT SUPPORT** grants support arts programs provided by CBOs that assist in the growth of a vibrant cultural environment by encouraging the continued development of arts activities in communities throughout the state. Programs must take place between September 2016 and August 2017. **Annual March 1 application deadline.**

**Arts Access Grants** provide up to \$1,000 to support the presentation of performing, visual, literary, media, or folk arts in communities throughout the state. Organizations that receive General Operating Support or Project Support from the Division are generally not eligible to apply. **Rolling deadline.**

### Application Deadline and Filing

All e-Grant applications are available at [artsdel.egrant.net](http://artsdel.egrant.net)

**Project Support** application deadline for FY2017 is **4:30 pm on March 1, 2016.**

**Arts Access Grant** applications are accepted on an ongoing basis, but must be received at least six (6) weeks prior to the start of the project. Applications are reviewed in the order they are received, beginning in July of each year. When the funds allocated to this program are depleted, the application will be closed for the remainder of the fiscal year (ending June 30). Early applications (starting in July) are recommended, whenever possible.

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## Overview

### Fiscal Year 2017

#### Notification of Grant Awards

After all **Project Support** applications have gone through a grant review process, the Delaware State Arts Council will make final funding recommendations for Fiscal Year 2017 at their June 2016 funding meeting. Applicants will be notified of final funding decisions after July 1, 2016, following the Council meeting and passage of the state budget. For details on the grant review process, go to the Delaware Division of the Arts [Grant Review Process](#).

**Arts Access Grants** go through an internal staff review process, with the Division Director making final funding decisions. Applicants will be notified within four (4) weeks of the application submission.

#### Grantee Responsibilities

Receipt of state and federal grants carries with it certain obligations and responsibilities. By submitting a Division of the Arts grant application, applicants are affirming that they are familiar with the requirements of the Delaware Division of the Arts and the National Endowment for the Arts, as presented in the Division of the Arts [Grantee Responsibilities](#). Topics include:

- Fiscal requirements for state and federal reporting
- Statement of Assurances (Contract)
- Grant payment procedures
- Calendar information for DelawareScene.com
- On-site evaluations
- Final reports
- Acknowledgements (credits for funding)
- NEA subgrantee compliance ([NEA General Terms and Conditions](#))
- IRS Exempt Organization Public Disclosure and Availability ([Requirements](#))

All materials submitted to the Division of the Arts in the grant application process are subject to public inspection upon request to the Division, in accordance with the Freedom of Information Act. It is advised that any confidential information contained in financial documents and audits (e.g., donors' names) be redacted prior to submission.