



# Ogden City Arts Grants 2023-24

## Frequently Asked Questions

### **My organization is fiscally sponsored. Can I still apply?**

*Yes, fiscally sponsored organizations are eligible for Ogden City Arts Grants. If the applicant organization is not separately incorporated and uses the nonprofit status of another organization as its “umbrella”, a statement must be submitted with your application identifying the organization from which nonprofit eligibility is derived. This is done in the “Uploads” section of the grant application.*

*Fiscally sponsored organizations must also upload the IRS Tax Exemption Letter of their fiscal sponsor during the “Uploads” section of the grant application.*

### **How does Ogden City Arts Grants define diversity, equity, and inclusion?**

In alignment with the Utah Division of Arts and Museums, Ogden City Arts Grants defines the following:

#### *Diversity*

Diversity is all the ways that people are different and the same at the individual and group levels. Even when people appear the same, they are different. Organizational diversity requires examining and questioning the makeup of a group to ensure that multiple perspectives are represented.

#### *Equity*

Equity is the fair and just treatment of all members of a community. Equity requires commitment to strategic priorities, resources, respect, and civility, as well as ongoing action and assessment of progress toward achieving specified goals.

#### *Inclusion*

Inclusion refers to the intentional, ongoing effort to ensure that diverse individuals fully participate in all aspects of organizational work, including decision-making processes. It also refers to the ways that diverse participants are valued as respected members of an organization and/or community.

### **What is in-kind and how do we account for it?**

In-kind contributions include any non-cash support your organization receives. Panelists want to know what kind of non-monetary support you receive. Volunteer time should be included in in-kind services and should be accounted for at a rate that is consistent with your accounting. This could be minimum wage or a nationally accepted rate (rounded to \$28.00/hr.). Volunteers providing professional services (such as lawyers and accountants performing legal and accounting services) can be counted at the professional's going rate.

Materials and supplies such as waived rent and utilities should be included in in-kind goods. Estimate the value your organization would pay at full price.

**What if our fiscal year is different from Ogden’s fiscal year?**

That is acceptable. You need to plan to spend any grant money that you receive from Ogden City within the city’s fiscal year, which runs July 1- June 30.

**What is considered an “underserved population”?**

Any group of peoples or communities that regular programming is not normally directed at. Consider those living with disability, senior citizens, people of color, those that speak English as a second language (or not at all).

**What is applicant cash?**

Applicant cash refers to the money that comes from the organization's general operating budget or reserves. This can be funds contributed from an individual for a project.

**What if our income and expenses in the budget section do not match?**

Projected budgets should balance, while actuals probably will not. Projected budgets balance because you are providing a picture of what you think you will spend and where that funding will come from. Your actual budget will be shown in your final report.

**Who evaluates the grants applications?**

Applications are first reviewed by the Art Grants Subcommittee. This group is composed of at least 5 voting members from Ogden City Arts Advisory Committee, the Ogden City Diversity Officer, a member of City Council or their designee, and the Director of Community and Economic Development or the director’s designee. Recommendations for funding are submitted to the full Arts Advisory Committee and then to City Council for final approval.

**How are applications reviewed?**

Arts Grants applications are reviewed by the Ogden City Arts Advisory Committee’s Arts Grants Sub Committee. The Committee meets several times to discuss the applications and to formulate recommendations for City Council. In addition to the funding criteria listed in the guidelines, the decisions are also based on the amount of funds available, and the number of grant applications deemed appropriate for funding. If questions arise, the Arts Administrator will contact the applicant for clarification or additional information.

**When are grant awards announced?**

Ogden City Arts will notify grant applicants about the public hearing date for final City Council approval of the Ogden City Arts Grants recommendations. The hearing date will be determined by the Ogden City Council. Applicants are encouraged to attend the public hearing for input to the City Council and City Administration. However, attendance is not mandatory. Official awardee notification takes place after City Council approval.

**How should I handle the matching funds requirement if I am an individual artist and am applying for a Project Support Grant?**

Cash match for a Project Support Grant may be generated by sponsorships from other sources, personal funds, ticket sales, etc. We understand that it may be more difficult to find matching funds when the applicant is not a nonprofit corporation. At the same time, OGDEN CITY ARTS would like to see evidence of community support for the project and matching funds are one indication of that support. The subcommittee will consider a portion of match to be in in-kind, but not all of your matching funds can be in-kind support.

**Does submitting additional materials with my application improve my chances for getting a grant?**

Yes – Letters of support, or documentation and images related to your project will help the review panelists better understand your project or programs. You are limited to three additions (3 images, or documents in PDF Format only) to your application.