



**ARTS & CULTURE PROGRAM GRANT**  
Grant Cycle 2021 – First Round Application  
grants@bravogreaterdesmoines.org  
515.243.0388

## PROGRAM OVERVIEW

Through the Arts & Culture Program Grant (ACPG) program, Bravo Greater Des Moines provides support for arts and cultural programs and projects offered by arts, culture and heritage organizations in Greater Des Moines. The first round of the 2021 grant cycle (GC21-1) offers funding for programs that begin and end between January 1, 2021 – June 30, 2021. Depending on availability of funds, a second round of this program may be offered to support programs that begin and end between July 1, 2021 and December 31, 2021.

For the purposes of this grant, a program is a specific, connected set of activities, with a beginning and an end, explicit goals/objectives and a predetermined cost. Programs may be one-time events, such as a festival or exhibit; or a defined series of events, such as a roster of classes or a series of productions. Programs with multiple components must show that each element is tied together as part of a larger whole. Organizations may only apply for one program per funding cycle. Eligible expenses must be incurred within the funding period (January 1, 2021 – June 30, 2021.) Organizations may apply for the same program or a different program in the second cycle, if offered.

## APPLICANT ELIGIBILITY

Eligible GC21-1 ACPG applicants must:

- Have a primary organizational purpose of arts, culture and/or heritage meaning that mission, budget, strategic plan, operating plan and most programs and outcomes are primarily (at least 50%) in pursuit of advancing arts, culture and/or heritage in Greater Des Moines.
- Have headquarters in and conduct most of its activities within one of [Bravo's partner local government](#) communities.
- Be a 501(c) organization exempt from tax under the Internal Revenue Code, or any successor provision (consideration may be given to an applicant using a Fiscal Sponsor, provided applicant meets all other eligibility requirements and submits all required application materials)
- Not be eligible for funding through Bravo's other GC21 grant programs ([Cultural Enrichment Grants](#) or [Cultural Leadership Grants](#))

Any applicant organization that did not receive Bravo funding last year (in GC20) must meet with Bravo staff before January 15, 2021 in order to apply for GC21-1.

Ineligible applicants, including those who meet the above criteria, are those deemed so by Bravo and:

- Political, religious or academic organizations;
- Public libraries
- Those formed with the express purpose of fundraising on behalf of, supporting and/or promoting applicants that are not otherwise eligible for funding (e.g. friends societies, etc. for libraries, political, religious or academic organizations)

Please note that eligibility does not guarantee funding. Specific eligibility requirements may be waived at Bravo's discretion.

## IMPORTANT DATES

### January 4, 2021

Application available at 10:00 a.m.

### January 15, 2021

Deadline for new applicants to meet with Bravo staff

### January 25, 2021

Applications due by 10:00 a.m.

### March 12, 2021\*

Award notification sent

### March 26, 2021

Signed grant agreements due by 3:00 p.m.

### Week of April 1, 2021\*

Grant payment sent

### June 30, 2021

Grant term ends

\* Dependent on Bravo's receipt of funds

## GRANT AWARDS

An organization may request an award of any amount, but investments through this program will generally be capped annually at the smaller of:

\$25,000

~OR~

25% of organization's total FY21 budgeted expenses

## APPLICATION ATTACHMENTS

Applicants will be asked to attach additional materials to their ACPG application. Failure to submit required documentation may result in disqualification from funding consideration. All attachments must be in PDF format. Documentation will include:

- **Organization Annual report** (*optional*)
- **Board-approved December 2020 Balance Sheet** (*required*)
- **Strategic Plan** – The organization's board-approved strategic plan that details the organization's long-term vision (*optional*)
- **Equity Statement** – The organization's board approved Equity Statement (*optional*)

## APPLICATION REVIEW

All applications will be reviewed and the Bravo Board of Directors makes final funding decisions. Applicants should not contact Bravo Board members directly to discuss applications or funding amounts.

## GRANT AWARD PROCESS

Award notifications will be sent via email by March 12, 2021\*. Applicants awarded a GC21 Arts & Culture Program Grant will be required to sign a Grant Agreement by March 26, 2021. A single payment will be made for this cycle. A final grant report will be due at the end of the funding term. \* Dates are subject to change depending on Bravo's receipt of funds.

Bravo is committed to a transparent, fair and consistent grantmaking process. There is no appeal of final funding decisions made by the Bravo Board of Directors.

## **BRAVO GOOD STANDING**

Grant recipients must maintain good standing with Bravo throughout the grant term. A grant recipient is in good standing with Bravo if it:

- Fully and completely meets all requirements stated in the Grant Agreement;
- Accurately represents its organization and its activities in all documents submitted to Bravo. This includes, but is not limited to, application, final reports, mid-year evaluations (if applicable), financial reports and any other information requested by Bravo staff;
- Deposits grant checks in a timely manner;
- Continues to meet the eligibility criteria throughout the investment period; and
- Submits grant information, documents and reports on or before the due date.

Additionally, Bravo, with sound cause and reasoning, may designate an organization as not in good standing.

If Bravo discovers a grant recipient fails to meet any or all these requirements, the recipient will receive written notice from Bravo of which requirements have not been met and how to return to good standing.