



FY2022 Guide to Partnership Grants

For projects occurring July 1, 2021 through June 30, 2022

Please refer to the [FY2022 Guide to Grants](#) for complete information on MAC application review process and funding policies. Grant Programs are subject to change due to budget restrictions.

Questions? Contact Michael Donovan at 314-340-4740 or michael.donovan@ltgov.mo.gov.

FY2022 Grant Cycle

The Missouri Arts Council is not accepting any new Partnership applications for FY2022. Organizations that received annual FY2021 Partnership grant must consult Michael Donovan about eligibility to submit an FY2022 Off Year Application.

Overview

The Partnership Grant funds special initiatives that strongly align with one or more Missouri Arts Council strategic goals:

Goal 1: Engage People in Meaningful Arts Experiences

Goal 2: Grow Missouri's Economy Using the Arts

Goal 3: Strengthen Missouri Education through the Arts

Purpose

- To support and strengthen initiatives aligned with Missouri Arts Council strategic goals.
- To focus on strategic measurable outcomes.
- To provide a framework for evaluation.
- To develop a process to identify and involve future shared initiative partners.

Outcomes

The grants would demonstrate public value and measurable outcomes in one or more of the following areas (aligned with National Endowment for the Arts objectives).

- Engagement (increase meaningful engagement in the arts).
- Livability (grow Missouri's economy using the arts).
- Learning (strengthen Missouri's education with the arts).

Criteria

▪ Focused Strategic Outcomes

The Partnership is focused on strategic outcomes (as described above) with measurable and documented outcomes.

▪ Significant Community Involvement

The Partnership is engaged with local and/or statewide partners strategically, logistically, and/or financially.

- **Strong Management Ability**

The Partnership demonstrates strong management ability including leadership, program development, and financial stewardship.

General Eligibility

This program is by invitation only. If you have a program you wish to be considered, contact the Executive Director, Michael Donovan, at michael.donovan@ltgov.mo.gov or 314-340-4740.

Organizations receiving support through annual grants (Annual Discipline, Off Year Application, or Arts Education) are not eligible to apply for Partnership support.

Request Amount

The request amount will be developed with Michael Donovan, Executive Director, based on meeting criteria, available state resources, and community investment.

Process

Alignment

- Missouri Arts Council interview applicant to review proposed project, opportunities for engagement, alignment with strategic goals, desired outcomes, and budget.

Application

- **For FY2022: Submit an Off Year Application.**
- For future fiscal years: Apply online using the Partnership Application.
 - Describe the project for which you are requesting funding.
 - How does it align with MAC strategic goals?
 - What are the measurable outcomes?
 - How will the program be evaluated?
 - Who are you partnering with to ensure success?
 - Additional attachments: annual/biennial registration, board list, budget detail.

Approval

- Staff reviews applications and makes funding recommendation to the executive committee.
- The executive committee reviews and makes funding recommendation to the Missouri Arts Council board.
- The Missouri Arts Council board reviews funding recommendations at the June meeting.
- Staff notifies applicants of funding decision in July.

Deadlines

Final Submission is due by **Monday, March 29, 2021**.



FY22 Off Year Application

Application ID: 2022-XXXX

Application Type: Annual Off-Year

Organization Name:

Primary Contact:

Mission Statement

Applicant Information

Popular Name, School Name, Department, Art Program or Doing Business As

Grant Program: Select One

- Arts Council Operating Support
- Arts Council Project Support
- Dance
- Electronic Media Arts
- Established Institutions
- Festivals
- Folk Arts
- Literature
- Mid-Sized Arts Organizations
- Multidiscipline
- Music Instrumental
- Music Vocal and Music Presenters
- Organizations of Color
- Theater
- Visual Arts
- Artist in Residence (Arts Education)
- Out of School (Arts Education)
- Professional Development (Arts Education)
- Partnership (by invitation only)

Secondary Contact Name

Secondary Contact Title or Position in Organization

Secondary Contact Phone (###-###-####)

Secondary Contact Email

Organization Costs

What is the ending date of your organization's most recently completed fiscal year?

Provide your organization's operating income and expenses for the most recently completed fiscal year. The figures provided should be consistent with those in your financial statement.

- Nonprofit, non-arts organization should complete all parts of this question.
- Nonprofit arts organizations should complete the total income and expenses for the full organization.
- Schools, Universities and Colleges should complete the total income and expenses for the department or program doing the project.

Organization's Operating Income

Organization's Operating Expenses


Department/Program Operating Income

Department/Program Operating Expenses

Demographics

Organization and Community Demographics

* Click on the button below to fill out the demographics for the organization and community.

 **Demographics**

Organization Demographics

Using numbers provide the demographics of the organization's staff, board, and volunteers.

- Current Staff is the total number of full and part-time paid employees working for the organization. Universities should provide information on the staff in the department or program applying.
- Current Board is the total number of Board members overseeing the organization. Universities should provide information on the Trustees. You can provide the statistics on your advisory board in current volunteers.
- Current Volunteers is the total number of non-paid individuals working for the organization in any capacity. Do not include board members in this section.

Community Demographics

Using percentages provide the demographics of the community based on [United States Census Bureau QuickFacts](#).

	Current Staff	Current Board	Current Volunteers
Asian			
African American			
Hispanic			
American Indian/Alaska Native			
White			
Pacific Islander			
Total	0	0	0

	Asian	African American	Hispanic	American Indian/Alaska Native	White	Pacific Islander
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Inclusion, Diversity, Equity, Access (IDEA)

Missouri Arts Council prioritizes broad and accessible distribution of public funds throughout the State. We are reviewing our programs and policies for inclusion, diversity, equity, and accessibility. While our funding criteria remain in place for FY2022, we plan to develop resources and support for Missouri arts organizations that seek to broaden their impact and reach. We would like to know about the organization's accomplishments for inclusion, diversity, equity, and accessibility. Your response will help us develop support and training for the nonprofit arts sector.

Remember, this off-year application is not reviewed by a panel, your score remains the same as the previous on-year and your response will not affect your funding.

Select all answers that apply and/or provide additional information in the text box.

- The organization made a public statement in support of inclusion, diversity, and equity.
- Our strategic plan includes goals and strategies for increased inclusion, diversity, equity, and accessibility in our organization and programs/services.
- The board participated in inclusion, diversity, and equity training.
- The staff participated in inclusion, diversity, and equity training.
- Our marketing materials and website information are accessible and reflect the communities we serve.
- Additional Information (OPTIONAL)

Inclusion, Diversity, Equity, Access Additional Information (200 characters)

Project Information

Proposed Project Title

Project Beginning Date

Project Ending Date

Project Schedule

Upload a schedule for the projects(s) funded through this Missouri Arts Council grant occurring between July 1, 2021 and June 30, 2022. Include Event Date(s); Event Title/Brief Description; and Location (including full address). Enter "online" as the location for virtual projects.

COVID-19 Safe

Missouri Arts Council recognizes the challenges of producing programs during a pandemic. We offer [Missouri ArtSafe Certification](#) to help train staff and volunteers, develop COVID-19 safety plans, and promote reopening when it is safe to do so. In order to fund programs during the pandemic, it is important to have mitigation policies in place.

Select all answers that apply and/or provide additional information in the text box.

- We submitted an application to be Missouri ArtSafe certified OR we are certified as Missouri ArtSafe and use the logo to promote this online.
- Facial coverings are required at public events.
- Social distancing is required at public events.
- Health screening or temperature check is required at public events.
- We take contact information for contact tracing.
- A contactless experience is maximized (such as online ticketing)., We reduced capacity to maximize social distancing.
- Enhanced sanitation is practiced (cleaning and sanitizers).
- Our frontline staff and volunteers are training in COVID-19 safety.
- Additional Information (OPTIONAL)

COVID-19 Safe Additional Information (200 characters)

Budget

Total Cash Expenses and Total Cash Income must balance. These figures should be based on the projected budget for the next fiscal year. All figures will automatically be rounded to the nearest dollar.

Total Cash Expenses

MAC Request (Must match previous on-year request.)

Total Cash Income (All sources INCLUDING MAC request)

Attachments

Attachment Instructions

- Clearly title/name the file and provide a description.
- Use .pdf file format, except for the board list which must be an Excel spreadsheet. Alternative file formats include: .doc and .docx.
- Sample documents available [here](#).

Board List

Provide an Excel spreadsheet with your organization's full board with contact information. Include the following fields on your spreadsheet: first name, last name, term ends, board position, affiliation, email, daytime phone, and city. This information may be used to contact board members for grant follow up and advocacy. We reserve the right to request home addresses to determine eligibility. Click here for [Board List Template](#) located under Supplemental Materials heading.

Public School Districts attach a Board List Template that is blank. Click on the above link, locate the Template, save the Excel file and upload.

Additional Board List

All non-arts organizations are required to provide a list of the members of the advisory committee for cultural and arts activities applicant. Provide an Excel spreadsheet which includes the following fields: first name, last name, term ends, board position, affiliation, email, daytime phone, and city.

Missouri Annual or Biennial Registration Report

Public School Districts, Public Universities/Colleges and Public Institutions (like state or city agencies or parks and recreation departments) are exempt from this requirement.

Attach the most recent annual or biennial report. This is only required of 501(c)3 organizations. You may download the records online at the Missouri Secretary of State website. Search for your organization [here](#). Sample documents are available [here](#).

Biographical Summaries of New Key Personnel

Provide biographies of new key personnel since the last on-year application. Include a summary of new key artistic decision maker(s); key artistic and technical people, administrative decision maker(s) and key management people. Maximum is 1/4 page for each person.

Authorizing Official Letter

Only select individuals are authorized to sign the MAC application and other paperwork.

- For Public School District, the authorizing official is the Superintendent.
- For Private School, the authorizing official is the Principal.
- For a nonprofit, authorizing official is the organization's Executive Director, Chief Executive Officer, or Board Officer (i.e., president, treasurer, and secretary).
- For college/university applicants, the authorizing official is the President or Board Officer. Most institutions annually send a list of authorizing officials (by name or job position).
- For city agency applicants, the authorizing official is the City Manager or Mayor.

To designate additional individuals as authorizing official, upload a letter that names the appropriate individuals and is signed by one of positions listed above. If anyone other than the above will be signing the application, a letter naming the appropriate authorizing official(s) is required. This letter is required annually. It is the applicant's responsibility to notify MAC when authorization changes. Your application may be rejected or payment may be delayed if signed by a non-authorized individual.

Vendor Input Instructions

If the organization has a new mailing address, new financial institution or a change in legal name, download the instructions [State Vendor System for Payment of Grants](#) under Forms for Grant Recipients.

Compliance Statement

By clicking "Submit," I:

- Attest that this document is submitted with the full approval of the board of directors;
- Attest that the information submitted with this document is correct;
- Agree to meet all administrative obligations of the project funded by the Missouri Arts Council.

Note: The authorizing official's name and title below provides your agreement that the information submitted with this document is correct.

Authorizing Official's First and Last Name

Authorizing Official's Email

Authorizing Official's Title

Submitting Person's First and Last Name

Submitting Person's Title