

FY25 PROJECT GRANT FOR ORGANIZATIONS

Supporting Arts and Cultural Projects with Community Impact



APPLICATION QUESTIONS AND SUPPORT MATERIAL

The questions below are for informational purposes only. All applications must be submitted online using the Nevada Arts Council application portal, [Submittable](#).

ELIGIBILITY

- Applicant Type
 - Non-profit Organization
 - Public Institution (including federally recognized tribes, state or local government, schools, public libraries, and institutions of higher education)
- Applicant Name
- Applicant Address
- Primary Contact Information
- Secondary Contact Information (Optional)
- Authorizing Official Contact Information (The Authorizing Official is the person who is permitted to enter into legal contracts on behalf of the organization)
- Federal Employer Identification Number (FEIN)
- Unique Entity Identifier (UEI) Number
 - All applying organizations and public institutions must have an actively registered Unique Entity ID (UEI) from [SAM.gov](#) in alignment with requirements from the National Endowment for the Arts. Click [HERE](#) for more information.
- What other Nevada Arts Council funding opportunities, if any, is your entity applying for this fiscal year (July 1, 2024-June 30, 2025)?
- IRS 501c3 Letter of tax-exemption (for non-profit organizations only)
- Grant Request Amount (up to \$7,000)

SECTION A (Questions #1-#12): PROJECT PLANNING AND MANAGEMENT (30 points)

REVIEW CRITERIA:

- ***Project is well planned with a realistic timeline***
 - ***Demonstrates clear and achievable goals, objectives, and outcomes***
 - ***Describes effective methods to evaluate project success, impact, and outcomes***
 - ***Involves qualified personnel to plan and manage project***
 - ***Budget reflects realistic costs and appropriate financial resources to support the project***
1. Provide a brief history of your organization and its mission. (up to 250 words)
 2. OPTIONAL: Link to your organization's website or social media page
 3. Project title & one sentence description. (up to 75 words)
 4. Provide a detailed description of the proposed project. (up to 350 words)
 5. What are the proposed dates for your project? Include the entire proposed schedule with beginning/end dates and a specific timeline for all project related activities. (up to 350 words)

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6. What are your anticipated goals, objectives, and outcomes for the project? (up to 250 words)
7. Describe the methods you will use to evaluate project success, impact, and outcomes. (up to 250 words)
8. Who is planning and managing this project? List names, roles, and project responsibilities for all key project personnel. (up to 500 words)
9. UPLOAD: Resumes OR Biographies for all key project personnel listed above, including their contact information. (acceptable file types: .doc, .pdf, .jpg)
10. What specific elements of the proposed project will NAC funding support?

NEVADA ARTS COUNCIL (NAC) FUNDING SUPPORT REQUEST BUDGET ALLOWABLE EXPENSES	PROJECTED USE OF NAC GRANT FUNDS
PROJECT ADMINISTRATIVE PERSONNEL/CONSULTANTS (Note that only non-profit organizations may utilize this line item and it is limited to a maximum of 10% of the overall grant fund request)	
FEES FOR ARTISTS	
FACILITY COSTS (Note that this includes space rental, utilities, etc. but renovation, remodeling, restoration, or new construction are not allowable)	
CONSUMABLE MATERIALS/SUPPLIES (Note that purchases of permanent equipment are not allowed)	
PRODUCTION EXPENSES	
MARKETING & PROMOTION	
TRAVEL (Note that travel outside Canada, Mexico, the United States, and its territories and possessions AND preparation for, or travel to, competitions are not allowable)	
ADD ANY ADDITIONAL EXPENSES BELOW (Note that additional expenses which do not fit into the above categories must be pre-approved by Nevada Arts Council staff)	
NEVADA ARTS COUNCIL GRANT REQUEST AMOUNT TOTAL	\$0.00

11. PROJECT BUDGET (Must include all expenses/income and show 1:1 cash OR in-kind match)

FULL/OVERALL BUDGET	
EXPENSES - DESCRIPTION	EXPENSES - PROJECTED AMOUNT
PROJECT ADMINISTRATIVE PERSONNEL/CONSULTANTS	
FEES FOR ARTISTS AND/OR OTHER CONTRACTED PERSONNEL	
FACILITY COSTS (Note that this should only include costs during the duration of and directly associated with the proposed project, such as space rental, utilities, etc., but renovation, remodeling, restoration, or new construction are not allowable)	
CONSUMABLE MATERIALS/SUPPLIES	
PRODUCTION EXPENSES	

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MARKETING & PROMOTION	
TRAVEL	
ADD ANY ADDITIONAL EXPENSES BELOW	
TOTAL PROJECTED EXPENSES (must match projected income below in Cell B30)	\$0.00
INCOME - DESCRIPTION	INCOME - PROJECTED AMOUNT
CURRENT NEVADA ARTS COUNCIL GRANT REQUEST AMOUNT	
EARNED INCOME (admissions, ticket sales, product sales, subscriptions, etc.)	
PRIVATE SUPPORT: Foundation Support	
PRIVATE SUPPORT (contributions/donations from individuals and/or businesses, etc.)	
PRIVATE SUPPORT: Other Private Unearned Income	
GOVERNMENT SUPPORT: City, Municipality, County, State (excluding Nevada Arts Council)	
GOVERNMENT SUPPORT: Federal	
GOVERNMENT SUPPORT: Other	
ADD ANY ADDITIONAL INCOME BELOW	
TOTAL PROJECTED INCOME (must match projected expenses above in Cell B14)	\$0.00
IN-KIND - DONATIONS/GOOD/SERVICES	IN-KIND - PROJECTED VALUE
VOLUNTEER HOURS	
DONATED SERVICES	
DONATED MATERIALS AND SUPPLIES	
DONATED FACILITY/SPACE	
ADD ANY ADDITIONAL IN-KIND BELOW	
TOTAL PROJECTED IN-KIND	\$0.00
MATCH CONFIRMATION: TOTAL PROJECTED INCOME (B30) PLUS TOTAL PROJECTED IN-KIND (B42): Cell B44 must equal AT LEAST twice the Nevada Arts Council grant request amount (B18) to be eligible for this grant	\$0.00

12. Provide additional information to clarify elements of your project budget. (up to 200 words)

SECTION B (Questions #13-#18): COMMUNITY IMPACT/ARTISTIC MERIT (40 points)

REVIEW CRITERIA:

- *Clearly defines and demonstrates an understanding of the community that the project will serve*

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- **Demonstrates effective methods to reach the defined community**
- **Demonstrates broad or significant impact for the defined community**
- **Project aligns with and supports the organization’s mission and goals**
- **Demonstrates an authentic and collaborative commitment to inclusion, diversity, equity, and accessibility**

13. Describe the community/population(s) that the proposed project will serve. Include specific demographic information about relevant socioeconomic factors such as age, ethnicity, race, gender, ability, education, geographic location, income level, etc. (up to 250 words)
14. How will you reach and communicate information to the defined community/population(s) via outreach, publicity, marketing, partnerships, collaborations, etc.? (up to 250 words)
15. Why is this arts project particularly important, timely or compelling? What impact do you anticipate this project will have on the defined community? (up to 250 words)
16. How does this project align with and support your organization’s mission and goals? (up to 200 words)
17. How does your project address diversity, equity, and inclusion? Click [HERE](#) for more information. (up to 250 words)
18. Explain how you will make this project accessible to individuals with disabilities in compliance with federal law and regulations. (up to 250 words)

All programming and/or services supported through NAC funds must be accessible to individuals with disabilities in compliance with federal law and regulations through access accommodations for both facilities and programs, such as audio description, sign-language interpretation, closed or open captioning, large-print brochures/labeling, etc. Click [HERE](#) for more information.

SECTION C (Questions #19-#22): ARTISTIC EXCELLENCE (30 points)

REVIEW CRITERIA:

- **Utilizes an effective process to select artists, arts professionals, groups, and/or other elements of artistic production or presentation**
- **Involves qualified artists, arts professionals, and/or groups**

19. How do you select the artists, arts professionals, groups, and/or other elements of artistic production or presentation associated with the project? Include information on who is involved in the selection process and how this demonstrates your commitment to artistic excellence. (up to 300 words)
20. Who are the artists involved with this project? If artists are not confirmed yet, you may list the proposed artists (please note if an artist is confirmed or proposed). (up to 300 words)
21. UPLOAD: Resumes OR biographies for all artists listed
22. ARTISTIC WORK SAMPLES: Up to 10 TOTAL (including all uploaded items in 23a AND all links in 23b) samples of artistic work providing evidence of the quality of the artists and organizations

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associated with this project. You may submit a link(s) to video/audio samples or upload video/audio samples directly.

- Samples may be images, audio, and/or video
- All audio and video samples COMBINED (including uploads and links) **may not exceed 10 minutes total**
- Writing samples **may not exceed 10 pages each**
- Each distinct item of support material/work sample should be a separate file
- Do not include any website/social media links, marketing, promotion, public evaluation, letters of agreement/contracts, or any other items listed in Question #23: Additional Support Material

22a. ARTISTIC WORK SAMPLES - UPLOADS (acceptable file types: .doc, .jpg, .pdf, .mp3, .wav, .mov, .mp4)

22b. ARTISTIC WORK SAMPLES – LINKS (You may submit links/URLs to single video and/or audio samples ONLY, we do not accept links to full websites or other content in this section. Each link/URL counts as one of your 10 allotted samples. Do not submit links to sites that require downloading such as Dropbox.)

23. UPLOAD: OPTIONAL Additional Support Material (acceptable file types: .doc, .jpg, .pdf, .mp3, .wav, .mov, .mp4)

Up to 5 additional items of your choice that support your project such as:

- marketing and publicity samples (i.e. advertisements, posters, programs, fliers)
- evaluation forms for participants
- public evaluation of programming and/or results of such evaluations
- contracts that specify cost, project dates, and services to be provided (facility, marketing, tech crew, etc.)
- letters of agreement/contracts with participating artists companies, or organizations
- DO NOT upload additional artistic work samples. Include them in Question #22.

HOW TO APPLY

1. Review the FY25 PROJECT GRANT FOR ORGANIZATIONS GUIDELINES and current GRANT POLICIES here: <https://www.nvartscouncil.org/fy25-grant-offerings/>
2. Complete the application online at: <https://nevadaartscouncil.submittable.com/submit>

For additional resources for grant applicants including a guide to submitting applications online: <https://www.nvartscouncil.org/grants/resources-for-grant-applicants/>