



## **Marion Cultural Alliance Grant Guidelines Revised January 2019**

### **TERMS AND CONDITIONS OF GRANT AWARDS**

1. To be eligible to apply, the applicant organization must operate within Marion County, Florida and must be a current member of MCA.
2. The applicant organization must document\* they are one of the following:
  - a. A public agency governed by a county, municipality, school district, community college, university or an agency of state government.  
OR
  - b. A not-for-profit, tax-exempt Florida corporation incorporated or authorized as a not-for-profit corporation, in good standing, pursuant to Chapter 617, Florida Statutes. (Some private schools may be determined to be not-for-profit under chapter 623.) Florida incorporation must be issued in the name of the applicant organization.  
OR
  - c. Designated as a tax-exempt organization as defined in Section 501 (c 3 or 4) of the Internal Revenue Code of 1954. Exemption must be issued in the name of the applicant organization.
3. An organization may submit only one grant application each year and the grant project must occur in Marion County, Florida.
4. The grant project must be open to the public. (Projects that impact only a select group or limited audience or exclude the public are not likely to be funded.)
5. The applicant organization must have been in existence for at least two years at the time of the application and must be in compliance and in good standing with any previously funded Marion Cultural Alliance grants.
6. The applicant organization must have established policies and procedures which address nondiscrimination against persons with disabilities and the organization's facilities and programs should be accessible to persons with disabilities.

7. Grants may be awarded in any amount up to \$5000. However, the grant amount requested must not exceed 50% of the total program or project costs.
8. The grant project start and end dates must fall within the period from September 1, 2019 to October 31, 2020 during which grant related expenses may be spent and revenues received.
9. No grant application materials will be accepted unless submitted before or on **July 15, 2019 noon.**
10. Any publicity or publications related to programs or projects funded by MCA shall include the Supported by MCA logo and or the following statement: *Sponsored in part by the Marion Cultural Alliance.*
11. All grantees **must submit a final report** that documents program excellence and success to the Marion Cultural Alliance no later than 2 months after the completion of the grant. In addition, 3-5 electronic images depicting the grant program activity and electronic documentation of credit line and logo usage must be submitted with this report. Organizations must meet this final report requirement to be considered for future funding.

\*Applicants must include with their application one photocopy of the organization's 501 (c ) 3 determination letter from the Internal Revenue Service OR, if the organization is not determined tax-exempt by the IRS, one photocopy of the Florida not-for-profit corporation certificate status.