

Iowa Community Cultural Grant

Deadline: February 1 (annually) for grant activities and expenses that occur July 1 through the following June 30.

THIS IS NOT AN eGRANT APPLICATION. YOU CANNOT APPLY ON-LINE. YOU MUST DOWNLOAD THE APPLICATION.

The Iowa Department of Cultural Affairs is committed to encouraging cultural growth and development throughout the state of Iowa. The Iowa Community Cultural Grant Program (ICCG) provides matching grants to support projects that provide jobs for current Iowa residents while enhancing Iowa's artistic, cultural and historical resources.

Awards range from a minimum of \$1,000 to a maximum of \$25,000. At least 25 percent of available funds are awarded to projects not in existence the previous year. Projects that represent a significant enhancement or expansion of a previously established project may also qualify as new projects.

Examples of previously funded projects include but are not limited to performing arts events, museum exhibits, historic restoration and archeology projects, docent training, folklife and other festivals, public art projects, and ethnic heritage projects that enhance Iowa's cultural climate while providing employment for Iowans.

Requests must focus on salary support for current Iowa residents. Examples of such positions include but are not limited to administrative staff, museum staff, architects, exhibit designers, curators, archeologists, artists, directors, performers, exhibit script writers, choreographers, dance instructors, and construction workers. ICCG funds may not be used to hire non-Iowa residents or to bring in non-Iowans to fulfill the needs of an ICCG project.

The terms of employment must include part- or full-time employment or short- or long-term contractual employment such as contractors, artists for performances or projects, hiring new staff positions or expanding existing jobs within the applicant organization.

The Iowa Department of Cultural Affairs reserves the right not to grant all available funding if an insufficient number of applicants meets the review criteria of the program.

Eligible Applicants

The following Iowa organizations are eligible to apply:

1. city government, county government and tribal councils
2. Iowa nonprofit (504 and 504A) and federally tax-exempt (501(c)(3)) organizations established for the promotion and development of one or more of the following activities:
 - the arts
 - history or historic preservation
 - culture
 - ethnicity
 - tourism
 - economic development
 - festivals
 - municipal libraries

Applicants Using Fiscal Agents

Iowa nonprofit organizations without 501(c)(3) federal tax exempt status may apply through a **Fiscal Agent** that is an eligible Iowa nonprofit (504 and 504A) organization with 501(c)(3) tax-exempt status. The Fiscal Agent agrees to be the **Legal/Fiscal Agent** for the grant activity. Representatives from both the Fiscal Agent and the Applicant Organization must sign the application. Make sure to include an agreement signed by both fiscal agent and nonprofit organization detailing the responsibilities of each party.

Proof of Status

The **Applicant** must include documentation of its Iowa nonprofit status. To obtain this, go to: http://www.sos.state.ia.us/search/corp/corp_search.asp, type in organization's legal name, click "search," then click on the "corporation number." Print that page and include it with application.

The **Applicant** must include a copy of its IRS letter affirming its 501(c)(3) federal tax-exempt status. If the Applicant is applying using a **Fiscal Agent**, then a copy of the IRS letter affirming the **Fiscal Agent's** 501(c)(3) federal tax-exempt status should be included instead. You can check an organization's tax-exempt status through the IRS's Publication 78:

<http://www.irs.gov/charities/article/0,,id=96136,00.html>

Not Eligible To Apply:

State or Federal government entities

For-profit entities

Accredited schools, colleges and universities

Political parties

Labor unions

Individuals

Churches or organizations operated or principally supported by a church or religious organization

Any entity whose primary purpose is to support any of the above exclude organizations

Applicants who have a late Final Report for a previously funded Department of Cultural Affairs or Iowa Arts Council grant.

Note: Organizations with any 501(c) federal tax status other than 501(c)(3) are NOT eligible to apply for ICCG funding and cannot use a Fiscal Agent to apply for funding.

What Does ICCG Fund?

ICCG funding may be requested **ONLY** for salary, wages, and associated benefits

ICCG Priorities

[Imagine Iowa Goals](#)

Activities that provide full- or part-time sustainable employment for Iowans

Applicants who have not received ICCG funding during the current or previous fiscal year

Collaborations and partnerships

New or substantially expanded projects or programs

Activities that include potential earned income

Activities that clearly benefit Iowans

ICCG Projects CANNOT Include:

General operating expenses (a portion of salaries dedicated to the project may be used as cash match)

Fund-raisers, benefits, prizes

Lobbying, advocacy, or related activities

Deficit, debt reduction and projects that occur prior to or after the project dates

Activities that receive financial support from other Iowa Arts Council, Department of Cultural

Affairs or State Historical Society of Iowa grant programs (unless it is a distinct and successive

phase of a multiphase project)

Grant Request & Match Requirement

Definitions

Cash Match:

Actual cash income or donations (including items or services) provided by the applicant or sponsor organization in support of the project, including a portion of applicant staff salaries dedicated to the project and identified in the application narrative.

In-Kind Match:

Goods and services (not cash) donated by individuals or organizations other than the applicant in

support of the project. The dollar amount should be calculated at the verifiable fair-market value of the items or services.

Total Match:

The total of the Cash Match and In-kind Match must be equal to or greater than the grant request.

Requirements

Applicants' requests must be between \$1,000 and \$25,000 but no more than 50 percent of the total expenses of the project. All applicants must match the amount requested at least dollar-for-dollar. Both cash and in-kind donations may constitute the match. At least 50% of the match must be cash; no more than 50% of the match may be in-kind.

Example: If the total project cost is \$10,000 the applicant may request up to \$5,000. The cash match must be at least \$2,500. The in-kind donations may be no more than \$2,500.

Funds from other Department of Cultural Affairs (including Iowa Arts Council and State Historical Society of Iowa) grant programs and funds used to match other DCA grants are not allowable as a match. Non-funded activities or expenses are not allowable expense items. All cash and in-kind matching funds must be expended within the grant period (July 1 - June 30).

Application Approval & Notification Process

A panel including at least three professionals knowledgeable about Iowa culture, arts, history and heritage tourism review applications approximately three weeks after the application deadline.

The panel scores each applicant on the ability of the application to meet specific review criteria (listed below).

The DCA director makes final award decisions. Review scores for applications clearly connected to approved Iowa Great Places projects will be increased by 10% according to Iowa Code Chapter 303.3c.

Applicants will receive notification letters and panel comments regarding their application approximately six weeks after the application deadline.

The list of funded projects will be posted on the DCA website approximately six weeks after the application deadline.

Staff will respond to questions after the review and approval process is completed and applicants are notified by mail.