Arts Impact for Individuals

grant information webinar
Staff Contact

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General MRAC grantmaking process & technical assistance:

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Frequently Asked Questions

- **Deadline:** Monday December 12, 2022 by 11:59 PM
- Staff assistance available until 5 pm on deadline day
- **Award Notification Date:** April 26, 2023
- **Grant Period/Eligible Funding Period:**
  April 26, 2023 - June 30, 2024
- **Grant Amount:** up to $5,000 to create arts access for Minnesotans
- This is not an individual artist development grant
Agenda

1. About MRAC (Minnesota state arts funding, mission, accessibility)

2. Arts Impact for Individuals overview (program page, application process, timeline, application tips)

3. Arts Impact for Individuals specifics (program purpose, eligibility, application tips)

4. Application components (seen by panel, not seen by panel)

5. Ineligible Projects & Ineligible Expenses

6. Submitting your application & Receiving Awards
IMPORTANT

Please read the guidelines
Minnesota State Arts Funding System

Taxpayers of MN

MN Legislature

MN State Arts Board

Photo Credit: Kim Ly Curry
MRAC Region 11
The Metropolitan Regional Arts Council improves arts access for communities in the seven county metropolitan area through support to artists and organizations.
Applicant Accessibility (disability)

Applicants with disabilities/disabled applicants who wish to use other means to apply can work with MRAC staff to adapt our processes to ensure you have an equal opportunity to submit an application.

Contact us to begin a conversation about how to make sure you have an equal opportunity to apply.
Applicant Accessibility (language)

Applicants for whom English is a learned language and/or is not their preferred language who wish to work in another language can work with MRAC staff to adapt our processes to ensure you have an equal opportunity to submit an application.

Contact us to begin a conversation about how to make sure you have an equal opportunity to apply.
Applicant Accessibility Examples

Documents formatted for screen reader software & translation programs

Can provide documents in Braille, Large Print, or other formats

Can translate documents to over 240 languages
Can provide language interpreter

Verbal applications – provide verbal responses shared via audio recording
(can be transcribed for panelists)

Applications written in a language other than English
https://mrac.org/grants/arts-impact-individuals/

Guidelines – Spanish & English
Appendices
Application template
Panel Rating Guide
Sample Grant Applications (3)
Register for Q&A s! (2)
Meeting Request Form
Application Process & Timeline

Applicant services:  
October 31 – December 12, 2022

Eligibility Review:  
December 2022 -- February 2023

Eligible Funding Period:  
April 26, 2023 – June 30, 2024

Q&A:  
Thursday 11/17/22 at 5:30 pm

Q&A:  
Monday 12/5/22 at 5:30 pm

Deadline:  
Monday 12/12/22 at 11:59 pm

Panel Review:  
March & April 2023

Board Meeting & Award Notification:  
April 2023

Latest Proposal End Date:  
June 30, 2024
Application tips

You will type your application into text boxes online.
Character counts include letters, numbers, spaces, and paragraph breaks. There is no formatting (bold or italics).
Do not include links in narrative text fields.
The application system will auto-save your work every few minutes, but some applicants may wish to work in a template.
Applicants may not change or edit applications after the deadline.
Program Purpose

Arts Impact for Individuals is designed to support individuals leading efforts to create access to the arts for Minnesotans through a $5,000 individual grant award.

Projects must center enhancing Minnesotans’ access to the arts through projects that:
• connect Minnesotans with arts and arts experiences; and/or
• integrating arts into community efforts and projects; and/or
• connecting Minnesotans with arts learning opportunities

any of which may be presented virtually and must fully occur within the Eligible Funding Period.
Eligible Individuals

Must be at least 18 years old on the deadline (December 12, 2022)

Identify as:
Black, Indigenous, and/or a Person of Color (BIPOC), and/or
A disabled person/person with disabilities, and/or
Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+)

A United States citizen, or an individual who has attained permanent resident status in the United States
Ineligible Applicants
Organizations/Groups
Individuals who are:
• under the age of 18
• have primary addresses located outside of MRAC’s geographic region
• have not resided in MRAC’s geographic region
• not United States citizens & not permanent residents
Individuals who will not be the person with primary responsibility for managing the project
*If you have an awarded or pending MRAC grant, refer to the Appendix: Have an awarded or pending MRAC grant on the Arts Impact for Individuals program page*
Application components seen by panel

Your Name & pronouns

Project / Program Name (100 characters max)

Project / Program Description (200 characters max)

Individual’s Purpose (1500 characters max)

Project or Program (3000 characters max)

Community (3000 characters max)

Proposal Budgets - Expense & Income (1000 characters each)
Individual Purpose

share about yourself in general
(1500 characters max, consider numbering your responses)

1. What are your goals or intentions related to arts access and/or community access to the arts?

2. If you have previous history in arts access and/or community access to the arts, what kind of programming have you produced in the past? If you are newer to arts access and/or community access to the arts, what do you envision your role being?
Project / Program Name & Description

**Project / Program Name** (100 characters maximum)
In a few words, what is the name or title of your project or program?

**Project / Program Description** (200 characters maximum)
Provide a very brief (1-2 sentence) summary of your project, beginning with the phrase “Funding to…” or “Funding for…”
Project or Program
please share about your proposed project or program
(3000 characters max, consider numbering your responses)

1. Describe the project or program for which you seek funding.

2. What are the goals of this project or program?

3. In what ways does this project or program align with or advance your goals and intentions previously described in the “Individual Focus” section?

4. What are the activities that will take place? Where will the activities take place? Describe the major activities or tasks of your project or program that take place during the Eligible Funding Period.
Community

please share about the people (community) involved in your project (3000 characters max, consider numbering your responses)

1. Describe the people your project or program benefits, and your relationship with these people.

2. Describe the connection between this project or program, and how it will benefit the people described in Question 1.

3. Who are the people working on the project or program? Describe their roles within the project or program. How are they aligned to the project or program goals?
Proposal Budgets

In the guidelines: “Proposal Budgets” & “Ineligible Projects and Ineligible Expenses”

Appendix: Sample Budgets

Keep in mind: Budgets must match

Your Total Project Cash Expenses and Total Project Cash Income must be the same number
Project Budget Expense (1000 characters)

This is your spending plan!

List the major expenses of your proposal with dollar amounts and short descriptions

Your Project Budget Expense for the project may be larger than the Amount Requested (the grant award amount)

Add up of all of the budget items listed in this section – that is your Total Project Cash Expenses
Project Budget Income (1000 characters)

List the major cash income sources with dollar amounts and short descriptions

Amount Requested (the Arts Impact for Individuals grant award) must be included in your Project Income Budget

Add up of all of the budget items listed in this section – that is your Total Project Cash Income

Reminder: Total Project Cash Income must be the same number as Total Project Cash Expenses
Application components not seen by panel

Individual Information and Data

Outcomes Proposed
Evaluation Plan

Data - reporting for the project
Individual Information and Data

Race/Ethnicity

Intersectional Identities – race/ethnicity with
• LGBTQIA2+
• Person with a disability/disabled person

General Individual Eligibility Question

Additional Identities
Data for Reporting - Project

- Project Discipline
- Proposal Start & End Dates
- Outcomes
- Evaluation Plan
- Project/Program Participant Data
Ineligible projects & ineligible expenses

In the Guidelines:
Ineligible Projects & Ineligible Expenses

Arts Impact for Individuals program page:
Appendix: Sample Budgets
Meeting Request Form
Ineligible budget items – common errors

Math errors - staff will check your math, so double-check it.

Cash budget items only (no in-kind, no unrealized budget items such as scholarship).

Specific dollar amounts - cannot be given in ranges.

Equipment purchase cap – maximum 25% of grant award.
**Eligible Funding Period**

*Must Occur ONLY during the Eligible Funding Period*

The activities and expenses described in the grant application must clearly fall within the Eligible Funding Period. This means that all grant funds must be incurred and spent during the Eligible Funding Period.

*Incurred expenses* are those that are confirmed debts and/or firm promises to pay, whether or not cash has changed hands.
Proposal Start Date & Proposal End Date

The Proposal Start Date you enter in the application is the date on which you will begin incurring expenses and starting activities for your project.
• Must be on or between April 25, 2023 and June 30, 2023.

The Proposal End Date you enter is the date all project or program activities described in your application will be complete and all grant funds will have been spent.
• The latest eligible Proposal End Date is June 30, 2024.
Must Be Distinct

Project activities and expenses that are included in another awarded or pending MRAC grant are ineligible.

If you include a given expense in your project budgets, you may not include this same expense in any other grant proposal you submit to MRAC.

In other words, a project or program can only be funded by one MRAC grant.
Have an Awarded or Pending MRAC grant

If you received an Arts Impact for Individuals grant last year, read Appendix: Have an Awarded or Pending MRAC Grant.

Your FY2022 Arts Impact for Individuals grant must be finished by April 25, 2023 to be eligible to apply.

Request a project change before you submit your new application.
Submitting your application

All applications must be submitted online by the 11:59 p.m. deadline. If you do not have access to a computer/internet or would like to apply using a different format, please contact us well before the deadline.

Staff assistance is available until 5:00 p.m. on deadline day.

Have an active email address you check often, official communications happen through email.

We may contact you at any point between submission and grant notification.
MRAC grant interface

Use one account per individual

Log-in ID = email address

You can reset your password (MRAC staff can help)
If you receive an award

Sign the grant agreement – requires a W9 with your social security number dated within this fiscal year

Grant payments will be made out to you
May affect your individual taxes – you will get a 1099 from MRAC for calendar year 2023

Acknowledgment (logo and language)

Communicate project changes ahead of time

Submit final report
If you receive an award - resources

https://mrac.org/manage-my-grant/
Short video about grant agreements

https://mrac.org/manage-my-grant/grant-acknowledgement/
Short video about acknowledgment (logo use and language)

https://mrac.org/grants/project-changes/
Short video about project changes
Project change form (for grantees)
Thank you!

Final reminders:

Q&A sessions on November 17 & December 5 – registration required

Staff assistance ends at 5 pm on deadline day (December 12, 2022)

Due by 11:59 pm on December 12 – we do not accept late applications

Applicants may not change or edit applications after the deadline