

## Mini Grant: Information

**Mini Grants** are available to schools and non profit organizations to help fund arts-related projects serving Tempe residents. Mini Grant requests are available up to a maximum of \$500, and the budget must show 50 percent matching dollars.

Applications for these grants are accepted annually between July 1 and May 1. *Mini Grant requests must be submitted at least six (6) weeks in advance of a project.*

### GRANT AMOUNT

- Applicants may request grant support *up to* a maximum of \$500.
- Amount requested must be matched by a minimum contribution of 50 percent of the grant.
- Requests may include services of artists and art educators, supplies, student stipends, production costs, space rental, marketing, printing and travel.
- One request per applicant will be funded per fiscal year (July 1 through June 30).

### ELIGIBILITY

At the time an application is submitted and the grant is awarded, an applicant must be:

- a public school, non profit charter school, school district located in the City of Tempe or an after-school program;
- a registered non profit 501(c)(3) organization;
- a neighborhood association or homeowners association that is registered with the City of Tempe Neighborhood Services Division;
- an organization submitting a project in which its participants/audiences are drawn *primarily* from Tempe city limits.

### RESTRICTIONS

Mini Grants *do not fund*:

- for-profit organizations, for-profit schools or for-profit after-school programs;
- schools located outside of the City of Tempe boundaries unless the school primarily serves Tempe residents;
- an organization or learning institution's administrative or artistic staff salaries; construction or renovation of facilities, capital expenditures, reduction of debt, feasibility studies, receptions, lobbying expenses, re-granting, scholarship programs or awards;
- organizations that are incorporated for religious purposes or projects that focus on religious themes;
- university- or college-sponsored projects unless they are open to non-credit participants;
- an applicant who failed to submit a Final Report from a previously funded grant.

### REVIEW PROCESS

To ensure fairness in the distribution of public funds, a grant review committee comprised of members of the Tempe Municipal Arts Commission reviews applications on a monthly basis and makes recommendations for funding. Applicants will be notified once the Tempe Municipal Arts Commission has approved the Mini Grant funding.