

ARTS COUNCIL OF CALVERT COUNTY  
P. O. Box 2569  
Prince Frederick, MD 20678  
Phone (410) 257-7005 Fax (410) 535-0302  
[www.calvertarts.org](http://www.calvertarts.org)

**APPLYING FOR AN ARTS COUNCIL OF CALVERT COUNTY GRANT**

Under the Maryland State Arts Council Community Arts Development Program

**General Information**

- The Arts Council of Calvert County's grants budget is based on funds received from the Maryland State Arts Council (MSAC). Local organizations may also apply directly to the State for grant support. However, any funds received directly from the State may not be used as matching dollars for ACCC grants. (MSAC dollars may not be used to match MSAC dollars.)
- Each ACCC grant must be used in or for Calvert County to support cultural arts programs and arts organizations.
- Applications must be submitted on the official ACCC application form, available from the ACCC office, by calling (410) 257-7005, or on the ACCC website at [www.calvertarts.org](http://www.calvertarts.org).
- Application deadline is April 30, 2006 for all grants. Please include an original and 3 copies.
- Four types of grants are available annually:
  - Artists-in-Education Grants - available for cultural/artistic presentations by Maryland artists that further the cultural arts development of children in state-approved Calvert County public and private schools. This grant, not to exceed \$250, provides half the cost of a specified project. The applicant is required to provide a one-to-one (1:1) dollar match to the amount requested.
  - Special Project Grants – available for a project not to exceed \$4,000. The applicant is required to provide a one-to-one (1:1) dollar match to the amount requested.
  - General Operating Grants – available to support an organization's annual operating costs. Grant requests may not exceed 10% of an arts organization's operating budget or \$4,000, whichever is the lesser amount. The applicant is required to provide a one-to-one (1:1) dollar match to the amount requested.
  - Mini Grants – available for small projects not to exceed \$500. The applicant is required to provide a one-to-one (1:1) dollar match to the amount requested.
- Please be as realistic as possible in your expectations and budget. Typically, the ACCC receives requests far exceeding the grants budget.

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- Applications are considered by the three-member Grants Review Committee. The Committee's recommendations are presented to the ACCC Board of Directors at the June meeting, held the first Thursday at the ACCC office, located within the Prince Frederick Center, at 110 South Solomons Island Rd. Applicants may send a representative to this meeting. Final decisions are made by the Board of Directors in closed session. Applicants will be notified of results by mail.
- The ACCC, through the Grants Review Committee, generally will not consider program elements scheduled beyond the current grant year.
- Applicants for grants must be not-for-profit organizations operating in Calvert County or organizations providing not-for-profit arts projects in Calvert County.
- Decisions for all Arts Council grant awards will be based on the following criteria:
  - Artistic merit of the proposed activities
  - Organizational effectiveness
  - Service to the community
- Arts Council grant regulations stipulate that no person may be excluded from participation in, or denied the benefits of, any programs that are supported by Arts Council funds based on race, religion, color, national origin, sex, age, or personal handicap. Organizations receiving grants must conform to the Americans with Disabilities Act (ADA). This act extends to disabled persons the same kind of anti-discrimination provisions as found in the Civil Rights Act of 1964. Please visit the following links to make certain your programs meet current accessibility guidelines:
 

**Design for Accessibility: A Cultural Administrators Handbook**  
[www.arts.gov/resources/Accessibility/DesignAccessibility.html](http://www.arts.gov/resources/Accessibility/DesignAccessibility.html)  
**ADA Technical Resource Center**  
[www.adata.org](http://www.adata.org)
- Non-profit organization grant applicants must be members of the Arts Council of Calvert County. A membership form is included with all grant applications. Non-profit organization dues are \$40 per year. Grantees are encouraged to attend the ACCC Board of Directors meetings held the first Thursday of each month, 6pm, at the ACCC office, 110 South Solomons Island Road, Prince Frederick, MD 20678.

**\* IMPORTANT REMINDER \***

The Maryland State Arts Council (MSAC) provides the money used in the Arts Council's grants program. That money is received in two(2) payments. The first installment of 75% is expected in October 2006. The second installment is not available until February 2007. The Arts Council distributes grant money on the same schedule. However, school applicants are eligible to receive their full grant amount in October 2006. It is important to understand that both installments from the State are anticipated, but not guaranteed.