

ACCC Grants FAQ

*AIE=Arts in Education

*CG=Community Grant

- **Who is eligible to apply for the Arts Council of Calvert County's Arts in Education (AIE) and Community (CG) grants?**

AIE: All K-12 public and private schools within Calvert County's school system are eligible for the Arts in Education Grant, as well as higher education institutions.

CG: Nonprofit organizations that have a 501(c)(3) IRS certificate are eligible to apply for the community grant. The organization does not have to be headquartered in Calvert County, but the program funded by the grant must take place in Calvert County and/or be in service to Calvert County residents.

- **How much funding can I apply for?**

AIE: The funding request cap for the Arts in Education Grant is \$1,000 and requires a 1:1 match.

CG: There is no set limit on requests for funds; however, the Community Grant is competitive and requires a 1:1 match. Average Community Grant awards between \$500 and \$2,000.

- **How competitive is the applicant pool?**

AIE: The Arts in Education grant receives an average of 15-20 applications each cycle.

CG: The Community Grant usually receives between 8 and 15 applications each cycle.

- **My event/program is open to people who are not Calvert County residents. Can I still apply?**

If your program is happening within the geographic boundaries of Calvert County, yes.

- **My event/program is being held outside Calvert County. Can I still apply for grant funding?**

AIE: Grant funds may be used to cover expenses for travel to locations in the State of Maryland and Washington, DC.

CG: This will depend on the program details; you can still apply, but the grant may not be approved unless the grant application communicates a clear and considerable benefit to residents of Calvert County.

- **My organization is headquartered outside of Calvert County. Can I still apply for grant funding?**

AIE: No, only public and private not-for-profit schools located in Calvert County are eligible for Arts in Education grants.

CG: Yes, assuming the program, event, or project you are funding is being held within the geographic boundaries of Calvert County or provides a clear and considerable benefit to Calvert County residents.

- **Can I apply more than once for a grant if I have multiple programs that need funding?**

Yes, but keep in mind that if funds are low, grant applicants that have not yet received a grant from the Arts Council will have priority.

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- **If my organization/school is partnering with another organization/school on the same project, can we each submit a separate application to get double the funds?**

Yes!

- **Can I use the ACCC grant to cover general operating expenses?**

No, ACCC grants cannot be used for general operating expenses or expenses that are part of the normal classroom/curriculum.

- **What is meant by “matching” a grant? Can I apply for a match waiver?**

A 1:1 match requirement means that for every dollar you apply for in your grant application, you must be able to contribute an equal amount of money from other sources (for example, fundraising and donation campaigns, ticket sales, tuition, etc.). NOTE: ACCC grants are funded by the State of Maryland by way of the Maryland State Arts Council; you cannot use Maryland State funds to match an ACCC grant! If you are unable to match the requested grant amount, you can apply for a match waiver by contacting the office of the Executive Director: director@calvertarts.org

- **Can I use state funds to match the ACCC's grant?**

No. Matching funds must come from another source, like fundraising, donations, ticket sales, or tuition.

- **I need to amend my grant application. What should I do?**

If you need to modify your grant application, contact the Arts Council's program specialist: programs@calvertarts.org

- **My grant application has been approved! How and when do I get my funds?**

AIE: Congratulations! When you receive your grant application results, you will need to sign and return the Grant Agreement. Once the arts council has received your signed grant agreement, a check will be mailed to your school. If you do not receive your check within ten business days of filing the grant agreement, contact your school's financial office.

CG: Congratulations! When you receive your grant application results, you will need to sign and return the Grant Agreement. Once the arts council has received your signed grant agreement, a check will be mailed to the individual identified as the point of contact on your grant application. If you do not receive your check within ten business days of filing the grant agreement, contact the Arts Council's program specialist: programs@calvertarts.org

- **My grant application has been denied! Can I file an appeal?**

If you need more information about why your grant request was denied or would like to appeal the rejection of your grant request, contact the office of the Executive Director: director@calvertarts.org

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- **Some details of my grant-funded project have changed. Do I need to notify the Arts Council?**

Yes. If you need to change the details of your grant-funded project, contact the Arts Council's program specialist: programs@calvertarts.org

- **What is meant by "grant acknowledgement" and how do I do it?**

Grant acknowledgements serve to inform program participants of who has contributed financially to the program. Acknowledgements are required by both the ACCC and the Maryland State Arts Council (MSAC). To learn more about acknowledging ACCC grants, see the Arts Council's grant recognition guidelines.

- **Oh no! Something came up and my grant-funded project can't be completed by the end of the fiscal year. What should I do?**

If by the end of the fiscal year your project has not been completed, contact the Arts Council. Generally, you will be asked to return the unused grant funds and reapply in the current fiscal year. The Arts Council understands things happen and plans change; if unused grant funds are returned, it will not detrimentally affect your chances to receive a grant in the future.

- **What is a Final Report and how do I file it?**

Your final report is a summary of your grant-funded program and includes details of expenditures, income, and participant demographic information. You can file your final report online at any time after the conclusion of your grant-funded project, but no later than the end of the fiscal year in which your program took place. Failing to submit a final report will impact your ability to apply for future grant funding from ACCC, so don't forget to file your final report!

- **I am new to the organization/school and my predecessor failed to file a final report for the previous fiscal year. What should I do?**

Filing a final report for the previous Fiscal Year's grant award is one of the stipulations required for receiving a grant in the current fiscal year. Contact the Arts Council's program specialist for assistance: programs@calvertarts.org

- **I need to amend my Final Report. What should I do?**

If you need to modify your final report, contact the Arts Council's program specialist: programs@calvertarts.org