



General Operating Support Grants for Certified Creative Districts (FY) 2022 Guidelines

DEADLINE: Applications are accepted online on a rolling basis December 10, 2021 - May 10, 2022. Expect notification within two weeks of submitting the request. All funds must be spent by June 30, 2022 and final reports are due by July 31, 2022.

ABOUT COLORADO CREATIVE INDUSTRIES

Colorado Creative Industries (CCI) is a division of the Colorado Office of Economic Development and International Trade. Established to capitalize on the immense potential for our creative sector to enhance economic growth in Colorado, the mission of Colorado Creative Industries is to promote, support and expand the creative industries to drive Colorado's economy, grow jobs and enhance our quality of life. <https://oedit.colorado.gov/colorado-creative-industries>

ABOUT GENERAL OPERATING SUPPORT GRANTS FOR CERTIFIED CREATIVE DISTRICTS

NEW this year: Formerly the project and technical assistance fund, Grants for Certified Creative Districts are temporarily being sourced from federal National Endowment for the Arts American Rescue Plan funding and will provide general operating support. Matching funds are encouraged but not required.

Grant amounts:

Grants are a one-time flat amount of \$11,000

Eligibility: Open to all Colorado Certified Creative districts (managing entity). Eligible districts include:

- Aurora Cultural Arts District
- 40 West Arts District Lakewood
- Breckenridge Arts District
- Carbondale Creative District
- Corazon de Trinidad
- Crested Butte Creative District
- Colorado Springs Creative District
- Denver's Art District on Santa Fe
- Durango Creative District
- Fort Collins Creative District

- Golden Triangle Creative District
- Grand Junction Creative District
- Grand Lake Creative District
- Greeley Creative District
- Gunnison Creative District
- La Junta Creative District
- Le Veta Creative District
- Longmont Creative District
- Loveland Creative District
- Mancos Creative District
- Manitou Springs Creative District
- North Fork Valley Creative District
- Pueblo Creative District Corridor
- Ridgway Creative District
- RiNo Art District Denver
- Salida Creative District
- Steamboat Springs Creative District
- Sterling Creative District
- Telluride Arts District
- Westwood Creative District

APPLICATION PROCESS

Requests can encompass general operating support. Funds are intended to support day-to-day business expenses/operating costs. Support is limited to any or all of the following:

- Salary support, full or partial, for one or more staff positions.
- Fees/stipends for artists and/or contractual personnel for services they provide for specific activities in support of your organization's general operations. The specific organizational activities referenced in the above bullet must be part of the organization's regular, day-to day work and cannot be for a new or special project or program.
- Examples of allowable support for the salary support and fees/stipend categories:
 - An organization might need to hire/contract with IT experts to address its website as part of ongoing marketing and promotion which is an allowable cost, or to upgrade technology to improve virtual engagement
 - An arts education organization whose day to day work is developing and presenting educational programs might need to contract with a teaching artist to design or deliver a program.
 - An organization might need to hire/contract for tech support to carry out its ongoing virtual activities in response to COVID-19, including individuals to provide expertise in the areas of staging, lighting, or sound.

- Facilities costs such as rent and utilities, e.g., electric, phone, gas bills. Not to include upgrades to HVAC/ventilation systems. Costs associated with health and safety supplies for staff and/or visitors/audiences (e.g., personal protective equipment, cleaning supplies, hand sanitizer, etc.).
- Marketing and promotion costs.

REVIEW CRITERIA & PROCEDURES

The following criteria are used by reviewers to evaluate proposals:

- **Artistic excellence:** Quality of the artists, organizations, arts education providers, works of art, or services and their relevance to the audience or communities being served.
- **Artistic merit:** Potential to advance local economic, physical, and social outcomes by:
 - Bringing new attention to or elevating key community assets and issues, voices of residents, local history, or cultural infrastructure;
 - Injecting new or additional energy, resources, activity, people, or enthusiasm into a place, community issue, or local economy;
 - Envisioning new possibilities for a community or place - a new future, a new way of overcoming a challenge, or approaching problem-solving; or
 - Connecting communities, people, places, and economic opportunity via physical spaces or new relationships.

ONLINE APPLICATION SUBMISSION

This document contains program guidelines only. **New users will need to register for an account on the CCI Grants Portal** <https://co-cci.smapply.org/admin/dashboard/>

All users are required to log into the portal and complete the online application. All support materials are uploaded into the online system. No hard copies or emailed copies of the application or support materials will be accepted. We recommend that applicants register in the portal and review the online grant system with plenty of time before the deadline to allow staff proper time to assist with any questions or issues.

For additional help on using the online grant system, contact Christy Costello at (303) 892-3724 or Christine.costello@state.co.us

REPORTING REQUIREMENTS & CANCELLATIONS

Creative Industries has the right to withhold, reduce or cancel awards if an applicant does any of the following:

- Misses deadlines for reports
- Does not notify the CCI of significant management changes or instances of fraud or embezzlement

- Fails to comply with the terms of the grant award requirements
- Demonstrates inadequate financial management and oversight
- Does not properly credit CCI support

OTHER CONDITIONS OF FUNDING

As a condition of the grant, Colorado Creative Industries requires the recipient of public funds to comply with all state and federal laws and regulations. Those terms and conditions can be found here: [state terms](#), [federal terms](#), and [grant terms](#).

All material submitted regarding application for grant funds becomes the property of the State of Colorado and is subject to the terms of Colorado Revised Statutes 24-72-201 through 24-72-206, Public Open Records. The State of Colorado has the right to use any or all information/material presented in reply to the Announcement, subject to limitations for proprietary or confidential information. Disqualification or denial of the application does not eliminate this right. Any restrictions on the use or inspection of material contained within the proposal shall be clearly stated in the proposal itself. The contents of the application will become contractual obligations if the project is funded.

Credit/Acknowledgment – Grantee agrees that a current CCI logo will be included in all announcements and promotional materials and efforts will be made to publicly credit CCI support in any public events related to the funding program and activities. Recipients may also use the current National Endowment for the Arts logo if desired.

Grantee agrees to send a letter to their state legislators, informing them of the importance of State funding.

APPENDIX A – APPLICATION OUTLINE

Online application outline:

- Contact info
- Please confirm the organizational entity type for the legal entity that will accept the grant payment:
 - Nonprofit, tax-exempt 501(c)(3)
 - Units of State or Local government
 - Nonprofit Colleges and Universities
 - Federally recognized tribal communities or tribes
 - Other
- Mission statement
- Briefly describe the organization’s artistic excellence in terms of quality of artists, organizations, arts education providers, works of art, or services and their relevance to the audience or communities being served.
- Briefly describe how the organization strives to advance local economic, physical, and social outcomes. Include one or two examples of specific programs.
- Work sample #1: Include a work sample (photo, website, video link, brochure etc.) that speaks to the artistic excellence of the organization.
- Work sample #2: Include a work sample (photo, website, video link, brochure etc.) that speaks to how the organization strives to advance local economic, physical, and social outcomes.

Reporting outline:

- National Endowment for the Arts (NEA) federal data questions
- Did this funding help create or retain jobs? If so, please estimate the number of jobs created and/or retained.
- Dollar amount of funds used to support payroll for existing or new staff and/or contractor or artist fees/stipends.
- Dollar amount of funds used for facilities and/or operating costs.
- Provide a brief statement detailing how these funds impacted your organization.

STAFF CONTACTS

Applicants seeking assistance are advised to contact CCI staff well in advance of the application deadline. Prior to contacting a staff member, applicants should read the guidelines thoroughly.

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Email: ccedit_creativeindustries@state.co.us
Website: www.coloradocreativeindustries.org

For questions about the application:

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