



Build Up – Grant Opportunity

Capacity Building, Sustainability Building, and Inclusivity Building in the Arts in Wilson County

Guidelines

This document contains the important information organizations will need to be aware of when considering applying for this opportunity.

Funding Focus

Wilson Arts' Build Up Grant Opportunity was made possible with funding from the **North Carolina Arts Council**.

North Carolina legislature has designated \$10 million in **American Rescue Plan Act (ARPA)** funding to be distributed through the North Carolina Arts Council's designated county partner network over two years. No match is required; however, this funding may not be used to match other grants awarded from the North Carolina Arts Council or other federal grants. The total amount available to award to organizations is \$12,016.

This funding opportunity is for:

- BIPOC (Black, Indigenous, People of Color) organizations with arts programming to build capacity and sustainability.
- Organizations that wish to strengthen their relationships with BIPOC artists and communities.

BIPOC arts organizations are defined as organizations with more than 50% of Board members being BIPOC or having mission statements that have a focus on serving BIPOC communities. The term BIPOC stands for Black Indigenous, People of Color. This acronym is considered an umbrella term for African Americans, Black people, Indigenous people, Native American people, native Alaskans, Middle Eastern people, Asian Americans, Pacific Islander people, Latinx people, and other racial groups that are nonwhite people that experience systemic oppression. Multicultural programming is defined as hiring BIPOC artists to implement the program. The term "multicultural" is **not** defined as the audience participating in the program or the theme of the program. Arts organizations are defined as organizations that may or may not have a direct focus on art but utilize the arts to achieve their mission.

Application Dates

- **Application Opens: November 30, 2022**
- **Application Deadline: January 30, 2023 at 11:59 p.m.**
 - **Applicants may apply for the opportunity online. However, if special accommodations need to be made to increase access, please contact Cathy Hardison at cathy@wilsonarts.com or (252) 291-4329.**
- **Notification: February 24, 2023**
- **Performance Period: July 1, 2022 – June 15, 2023**

Communication regarding the opportunity will primarily be through e-mail unless another method is requested.

Application Amounts

Project Grant Amounts: \$500 - \$5,000

Eligibility and Considerations

- While 501(c)3 nonprofit status is preferred, organizations that are nonprofit in nature and have been in operation for at least one year may also apply.
- All organizations must reside and carry out projects in Wilson County, NC.
- Projects must take place between July 1, 2022, and June 15, 2023.
- Individual artists may not apply for this opportunity.
- Applications must be complete and submitted on time to be eligible.
- Organizations that are debarred, suspended, or otherwise excluded from receiving federal assistance are not eligible.
- Organizations that have overdue taxes are not eligible.

Fundable Expenses

- **Capacity Building**
Examples include:
 - Consultants for strategic planning
 - Developing a fundraising plan
 - Professional marketing plan
 - Website refresh
 - Program evaluation
 - Board training
 - Staff training or professional development
 - Diversity, equity, accessibility, and inclusion training
- **Sustainability Building**
Examples include:
 - Hiring staff or contractors
 - Equipment purchases or upgrades
 - Small capital expenditures up to \$25,000

- Capital expenditures include the development of buildings, vehicles, land, or machinery expected to be used for more than one year.
 - Full financial audit
- **Inclusivity Building**
 - Expanding relationships with BIPOC artists:
 - Developing new partnerships, programming, and outreach, including:
 - Small-scale creative placemaking projects with BIPOC artists
 - Piloting new events or programs beyond Black History Month or Native Heritage Month, etc.

Review Criteria

Wilson Arts staff will initially review each application to make sure it is complete and meets all of the eligibility requirements. Eligible applications will be passed on to a review panel assembled by the Wilson Arts Board of Directors with artists, arts administrators, educators, and community leader representation. The review panel will recommend funding levels to the Wilson Arts Board of Directors for a final vote.

The review panel will adjudicate applications based on the following criteria:

1. Artistic excellence of the organization’s recent history or project. (35 points)
2. Demonstrated need for this funding the project outlined in the application. (35 points)
3. Completeness and clarity of the application: The reasonable likelihood that the project can be completed based on the itemized budget and proposed timeline. (30 points)

Compliance and Reporting

Disbursement of 50% of the award funds will be made when the grant contract is turned in and 50% of the award funds will be made after the completion of the project and the subgrant report is turned in.

Grant recipients will be required to complete a post-grant report, which provides:

- A detailed accounting of uses of funds/expenditures. Receipts may be requested by Wilson Arts staff above and beyond a list of expenditures.

Credits and Marketing

The **Build Up** grant is funded by the National Endowment for the Arts’ **American Rescue Plan Act**. Grantees must clearly acknowledge support from the North Carolina Arts Council in their programs and related promotional materials, including publications and websites, for the **Build Up** Grant Opportunity. Visit [Logos and messaging | North Carolina Arts Council \(ncarts.org\)](#) for logos and branding guidelines. Additionally, Wilson Arts must be clearly acknowledged in programs and related promotional material. Logo and branding guidelines may be found at www.wilsonarts.com/logo. The North Carolina Arts Council and Wilson Arts must be listed in the appropriate financial category in any printed or installed donor recognition lists.

Funding Policy and Disclaimer

Wilson Arts is committed to reaching all segments of Wilson County's population through its support of a wide variety of artistic disciplines. Grants are awarded on a competitive basis and evaluated by an unbiased panel of artists, arts administrators, and community leaders. Funding for this and all grants offered by Wilson Arts is contingent on available funding and the decision by the panel, board and staff to fund the program and recommend grants. Wilson Arts reserves the right to modify, cancel, or suspend the grant process at any time.

Funding will be withheld (in full or in part) if the grant recipient does not meet the necessary activities, and requirements for crediting Wilson Arts and partner agencies, keeping and maintaining supporting documentation, and completing the required reports as agreed to by the Grantee's acceptance of Wilson Arts funding. Any Grantee who does not follow the terms of the grant agreement may risk the award being terminated, repayment of award funds, and may possibly become ineligible for future grant funds through Wilson Arts.

Contact for Questions

If you have questions regarding any portion of Wilson Arts grants programs, please email Cathy Hardison, Executive Director of Wilson Arts, at cathy@wilsonarts.com or (252) 291-4329.

Terms and Conditions

1. This is a one-time monetary award. Funds must be used explicitly for the purposes outlined in the grant application. This award does not require a match.
2. This is a competitive grant award opportunity and funding for all applicants are not guaranteed.
3. Wilson Arts is Wilson County's designated Local Arts Agency and recipient of the Grassroots Arts American Rescue Plan Act grant for sub-granting. These funds require Wilson Arts and its subgrantees to comply with all state and federal requirements.
4. National Policy Requirements prohibit discrimination, ensure accessibility of all facilities and programs funded with state and federal monies, provide for the protection of environmental and historic resources, and more.
5. Organizations will review the subgrant report form in advance to ensure that they are tracking the impact and demographical information required for the report form.
6. Grantee will submit a detailed final report no later than June 30, 2023, or 30 days following the completion of the grant project, whichever comes first.
7. Wilson Arts will monitor the grantee's program and may offer guidance toward grant compliance.
8. Changes or Delays: Grantee must notify Wilson Arts of any substantive changes related to your application.
9. Wilson Arts does not and shall not discriminate on the basis of race, color, religion/creed, gender expression, age, national origin/ancestry, disability, marital status, sexual orientation, or military status, in any of its activities or operations. Wilson Arts expects the same from its grant awardees.
10. Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final subgrant report and must be made available to Wilson Arts staff upon request. It is important to keep detailed supporting documents showing exactly how award funds were spent by your organization.