

# WASHINGTON STATE ARTS COMMISSION

## SNAP GRANTS PROGRAM

### FISCAL YEAR 2020 - APPLICATION GUIDELINES

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#### About Snap Grants

The Washington State Arts Commission (ArtsWA) is accepting applications for the Snap Grants Program. This program provides grants to small groups and organizations and is an entry-point to ArtsWA's more competitive grant programs. Snap Grants help groups and organizations reach their arts project goals while assisting applicants as needed.

#### Eligibility

- Small groups or organizations with an annual operating budget of \$25,000 or less
- Small groups or organizations producing projects or events that are open to the public, have arts and culture as a primary or significant component, and that provide public benefit
- Small groups or organizations that are new to our funding programs, or have not been funded in Level A, B, C or CPP in the last three ArtsWA funding cycles (July 1, 2016 – June 30, 2019)

#### Application process

- Snap Grants offers a rolling deadline. Applications can be submitted between July 1, 2019 and December 31, 2019
- Applications that are complete and ready for panel are collated at the end of each month, reviewed and scored
- Successful applicants are notified in four to six weeks
- Projects must take place after notification date and before June 30, 2020
- Grant requests of up to \$1,500

#### Funding priorities for Snap Grants

- Applicants who are new to ArtsWA funding programs
- Applicants who are reaching under-served populations and/or under-resourced areas of our state
- Applicants not funded by ArtsWA in the last three funding cycles (July 1, 2016 - June 30, 2019)
- Projects that help us reach our strategic plan's [crosscutting objective](#)\*.

#### Selection process

A panel comprised of arts professionals and/or ArtsWA commissioners review your application. Using Review Criteria to score your application, the panel recommends high scoring applications for funding. The ArtsWA Board of Commissioners ratifies funding recommendations.

#### Review Criteria

Review Criteria are standards that panelists use to score applications. Strong applications show strengths in all three areas.

##### 1) Objectives (0-10 points)

- Project has arts and culture as a primary or significant component
- Project helps ArtsWA reach our strategic plan's crosscutting objective

##### 2) Public Benefit (0-10 points)

- Project addresses creative, cultural, professional, and/or economic development
- Project plan includes collaboration with community partners and stakeholders
- Project increases access to and participation in the arts and/or expansion and/or diversification of audience

\*(To see some examples of public benefit [click here](#))

##### 3) Management and Feasibility (0-10 points)

- Project is well thought out and will be completed by June 30, 2020
- Project budget is practical and includes a 1:1 match (in-kind administrative costs may be used for up to 70% of match)

- Application articulates capacity to plan and produce proposed project
- Application lists a minimum of one previously produced arts or relevant project

### Requirements and Policies

- Grant funds are paid AFTER your project is complete. Grant recipients must submit a Final Report and project documentation when the project is complete, to receive grant funds
- Applicants may receive a maximum of three Snap Grants total before moving into the Level A Project Support grant program
- Applicants may not apply to other Grants to Organizations funding programs during the same fiscal year
- Non-profit status (501(c)3) or fiscal sponsorship is not required. If a fiscal sponsor is used, please follow the instructions below
- The proposal/project budget must reflect a commitment of matching funds from other sources (including the organization's own money) in an amount equal to or greater than the grant request amount (a 1 to 1 match).
- Should you receive a grant, an organization's federal tax identification number (EIN) **OR** the authorizing official's Social Security number will be required for contracting purposes. Grant funds issued under an individual social security number count as income on the owner's personal taxes
- A minimum of one previously produced arts or relevant project that demonstrates the capacity to produce the proposed project as required
- Cancellation of the project will cancel the contract
- Funds for the Snap Grants program are limited and distributed until funds are exhausted
- **What we will fund:** Snap Grants will support a broad range of projects, events, professional development, and some operating support such as general overhead expenses tied to producing a project
- **What we will not fund:** Snap Grant funding has common restrictions associated with public funding (no capital expenses, hospitality expenses, activities that promote a specific religion, etc.). For a comprehensive list of what Snap Grants will not fund, [click here](#)

### Apply

If you are using a Fiscal Sponsor for this project, please [see here](#) to read instructions on how to create your application. If you are not using a Fiscal Sponsor, click [here](#) to access the ZoomGrants online application.

### Contact us

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### About ArtsWA

ArtsWA is the [Washington State Arts Commission](#). The Washington State Legislature and the National Endowment for the Arts fund our programs. Snap Grants are contingent on available state funding.

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