



2025 COMMUNITY CULTIVATION (CC) GRANT GUIDELINES

APPLICATION DEADLINE	Friday, May 16, 2025 at 5:00 pm No applications will be accepted after this date and time.
PURPOSE	To provide program or project funding to arts-and-culture organizations that make an important contribution to the arts and cultural landscape of the Fargo-Moorhead-West Fargo Metro area.
ELIGIBILITY	Arts-and-culture nonprofits that are based in and serving Fargo and West Fargo, ND and Moorhead, MN are eligible to apply. Applicants may only apply for a single TAP grant program. <i>Further details on p. 2</i>
GRANT AWARD AMOUNTS	\$500 - \$2,500
ON-LINE APPLICATION	The application portal will open on Tuesday, April 1. The link to the application, application preview with required questions and the scoring rubric used by the panelists can be found at theartspartnership.net/arts-hub/grants-and-funding/ , under the Community Cultivation Grant button.
Q&A MEETINGS	TAP will offer two virtual meetings during to answer your questions and cover some basics for submitting your best application. Grant writers new to the Community Cultivation grant application process are <i>strongly encouraged</i> to attend a meeting. Tuesday, April 8 from 5:30 – 6:30 pm <i>OR</i> Thursday, April 10 from 8:00 – 9:00 am Email Tania Blanich, Executive Director, at tania@theartspartnership.net by 5 pm on Monday, April 7 to indicate the meeting your organization’s grant writer will attend and we’ll send them the Zoom link.
DRAFT APPLICATION REVIEW	Applicants may ask TAP staff to review their draft application up to one week before the application deadline.
QUESTIONS?	Contact Tania Blanich, Executive Director tania@theartspartnership.net

GENERAL INFORMATION

Community Cultivation grants invest in the overall health and success of the Metro area's arts community and by extension, the health and success of our community at large. The grants provide program and project support to arts-and-culture nonprofits in our community and are funded by the Cities of Fargo, Moorhead and West Fargo.

In Fall 2023, TAP's Board of Directors added a fourth core value: *Advance equitable access to and inclusion through the arts*. For TAP's staff and board, these words will serve as a continual reminder to consciously and deliberately work to make our programs equitable and inclusive – and to encourage our Grantees, Partners and other colleagues in the arts sector to do the same. We hope that our support in the arts sector can ensure that *all* in our community – people who are BIPOC, LGBTQIA+, from the disability community, immigrants, from low-income families and from other underrepresented and underserved groups – can participate in and engage with the arts.

ELIGIBILITY

Eligible applicants must be based in and primarily serving Fargo and West Fargo, ND and Moorhead, MN and must be either:

- A stand-alone nonprofit with an explicit arts-and-culture mission, a 501(c)3 designation in good standing and an annual budget under \$40,000
- An organization with an explicit arts-and-culture mission that is fiscally sponsored by a 501(c)3 organization (if fiscally sponsored by The Arts Partnership, the fiscal agent fees will be waived if a grant is awarded)
- An arts-and-culture department or program of a college, university, park district or public library
OR
- An arts-and-culture organization based in the Metro that serves an entire region or state

Community Cultivation Grant applicants *may* be:

- A first-time arts nonprofit applicant for a TAP grant
- An arts nonprofit that has not received a grant from TAP for two or more years, regardless of budget size
- An organization with a budget of more than \$40,000 but that is ineligible for a City Arts Partnership (CAP) grant
- An organization with a budget of more than \$50,000 that prefers to apply for a program or project grant rather than for general operating support through a CAP grant

Additionally, grant applicants must:

- Be up to date with all reporting requirements if a current grant recipient of The Arts Partnership.
- Demonstrate general fiscal responsibility and agree to use the grant funds to further the arts in our community.
- Submit a complete and accurate application by the stated deadline.

Ineligible applicants include nonprofit organizations that:

- Are not based in and do not primarily serve the Metro area
- Do not have an explicit arts-and-culture mission
- Do not have 501(c)3 status, are not fiscally sponsored or are not part of a larger nonprofit
- Plan to submit a 2025 City Arts Partnership grant application.

Use of Grant Funds

The CC grants provide program or project support, which means that the funds are restricted to certain activities proposed in the application. **Program support** is awarded to a collection of projects that are managed and delivered as a single package, e.g. three performances in a summer season. **Project support** refers to a specific, singular endeavor, e.g. a one-day cultural festival.

Ineligible activities include:

- Those that do not have arts/culture as their primary focus
- Fundraising
- Endowment funds
- Capital expenditures
- Requests that would reduce or eliminate accumulated deficits
- Activities that are primarily for religious socialization or political purposes
- Re-granting or scholarships

GRANT REVIEW PROCESS AND CRITERIA

TAP is committed to a transparent grant review process and to that end, holds open, public meetings at which the grants are reviewed and discussed.

Applicants are encouraged to attend the panel discussion; however, they will not be able to participate in the discussion *unless* the panel has a specific question to ask an organizational representative.

The CC grant review panel consists of individuals who are invested in the Metro's arts community, whether as arts administrators, artists or participants/supporters. Panelists generally serve two-year terms. TAP observes strict procedures to prevent any conflicts of interest. Each panel member reviews all the on-line application submissions but recuses themselves from voting on an application for an organization for which they have a conflict of interest.

The panel uses the following criteria to assess all applications:

- Artistic quality, including the organization's integrity and intention regarding its arts programming.
- Project or program concept, including the scope and the plan for implementation.
- Impact, existing or potential, on the communities and audiences the organization (and/or the project or program) serves and/or plans to serve.
- Organizational capabilities: capacity, efficacy and organizational and fiscal stability.

Grant Review Meeting

Details about the meeting will be sent directly to applicants by May 30, 2025.

Review Criteria and Scoring Rubric

The rubric used by the panel to make their determinations can be found at <https://theartspartnership.net/arts-hub/grants-and-funding/> under the Community Cultivation grant button.

Panelists score applicants in each of the criteria; those scores are averaged, providing a highest possible score of 40. Applicants receiving 25 to 40 points are considered for funding, based on their ranking. Applications that receive identical rankings will be additionally ranked by the panelists to determine the funding priority and amounts. Applicants receiving less than 25 points are not considered for funding.

FILLING OUT YOUR APPLICATION

- ***Make sure you are in the Community Cultivation Grants section***
 - Read through the guidelines, application preview and scoring rubric thoroughly before starting the process – and use them as a reference while working on your application.
 - Access the online application form at theartspartnership.net/arts-hub/grants-and-funding.
- Although the online application form allows you to save your work and return to it, we strongly recommend using the application preview document to draft your answers to the questions.
 - Working offline helps avoid technical glitches that could result in lost work.
 - If you would like TAP staff to review a draft application, it will be easier for both you and TAP to work with a Word document.
 - Once your narrative is ready, you can cut and paste the final narrative into the application form and upload the attachments.
- If you have any technical difficulties, try using a different web browser, for example Explorer instead of Chrome. Sometimes that’s all it takes to resolve the problem.

NOTIFICATION OF RECEIPT

Applicants will receive an email confirmation of submission. *Save and print this email to document the application submission date and time.* If you have not received an email within two (2) business days, contact Tania Blanich at tania@theartspartnership.net.

TAP staff reviews submitted applications for completeness and eligibility. Applicants are notified within five (5) business days if a proposal contains significant errors or omissions or is otherwise ineligible.

Questions?

Contact Tania Blanich at
Tania@theartspartnership.net