

Lake County Cultural Affairs Council Grant Application Guidelines

I. General

The Lake County Cultural Affairs Council (LCCAC) was established by resolution of the Lake County Board of County Commissioners to stimulate interest in and appreciation of the arts in Lake County. As the designated local arts agency for Lake County, the Council receives funds generated within Lake County from the sale of "State of the Arts" auto license plates. These funds are used to support small grants, not exceeding \$1,000 to local art programs on a competitive basis. Funds may not be used for administrative/general operating purposes.

II. Eligibility

Grants are not available to individuals. Organizations eligible for funding (including non-profit arts organizations, local governments and schools) must be based in Lake County. Grantees will be required to provide a final report at the conclusion of the funded activity as well as access to financial records relating to the grant. Funded projects need to take place between October 1, 2005 and September 30, 2006. A final report must be submitted by September 30, 2006 to receive project funding. The grantee will be invited to the Cultural Affairs Council Annual Meeting to discuss project.

III. Submission Requirements

Please carefully follow these requirements. Applications that do not meet these requirements will not be considered.

- A. Proposals must be received by 5:00 P.M. May 30, 2005.
- B. Mail proposals to: Lake County Cultural Affairs Council,
Department of Economic Development and Tourism, 20763 Highway 27, Groveland, FL 34736
Attention: Kathy Pagan.
- C. Proposals must be word processed or typed using no less than a 10-point font, filled out completely and submitted on the attached forms. Submit one signed original and 5 copies. Signatures must be of individuals with the authority to bind the organization. There should be no covers or binders and no attachments other than those described at VII-B, 6 and C of the Grant Request Form.

IV. Review and Award Notification

The LCCAC will determine funding based on their evaluation of the merits of all proposals submitted (see Evaluation Form enclosed). The Council reserves the right to reject any and all proposals reviewed. Grant applicants will be notified of the Council decision in writing. Awards will be announced at Lake County Cultural Affairs Council Annual Meeting September 6, 2005.

V. Contract

Organizations selected for funding will be expected to enter into a written contract for the provision of services outlined in their proposals. The Contract will define financial and final report requirements that will be legally binding on the organization. Upon receipt of the final report (to include receipts of expenditures) project reimbursement will occur.

VI. Questions

Questions may be directed to the office of the Cultural Affairs Council, Kathy Pagan, (352) 429-4755 or kpagan@co.lake.fl.us .