
Arts & Culture Grant

Program Purpose

The Pasco Arts & Culture Commission (PACC) seeks to enhance the quality of life in the City of Pasco by supporting art and culture activities with a grant program open to youth, community organizations, and artists. Organizations that produce art and/or cultural experiences in one or more of the following areas are encouraged to apply: visual and performing arts, history, historic preservation, folklife, cultural exchange, and literary and media arts. Funded activities are to take place within the City of Pasco (unless a youth sponsorship) and be open and accessible to the public. This program is made possible by the generosity of the Spokane Teachers Credit Union (STCU), who donated \$10,000 to support the arts and culture in our community.



Notice

Events/activities such as athletic, drug-prevention or safety programs do not qualify. Pasco Arts and Culture Commission seeks to support and encourage new programming and events. Established events or programs and entities receiving City funding are not eligible. Funding is awarded based on need and requests received.

Categories

Art Projects: Funding requests are intended to provide an opportunity to create something the community can enjoy. Eligible projects include but are not limited to murals or educational art activity.

Events: Eligible events are those that make a positive impact and highlight our community while promoting cultural diversity, heritage, or focus on the arts and artistic expression.

Youth Sponsorships: Students interested in enrolling into an arts program/clinic including but not limited to performing arts, painting, drawing, and multimedia arts programs

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Eligibility and Funding

Applicants must meet the following guidelines to be eligible for grant funding in the selected category. Grant award is meant to provide supplemental funding, meaning applicants should have sufficient funding available to pay for costs exceeding grant award. If you have any questions, please contact the program administrator via email at artsandculture@pasco-wa.gov.

Art Projects: This category requires no matching funds. Awardees will receive up to \$2,000 which will be disbursed up-front under the following conditions:

- Project must be accessible to the public {PMC 17.15 Sign Allowance}
- Must submit project budget breakdown with application
- Project must be permitted (if applicable)

Events: Funds requested for events will receive up to \$2,000 under the following conditions:

- Event is taking place in Pasco city limits OR is organized by a Pasco-based organization
- Proof of matching funds
- Event must be open and accessible to the public
- Must have an approved and valid special event permit (provide permit license number)
- Event must be of regional cultural significance, promote the arts, or heritage via community event
- Provide event marketing plan
- Provide event program/schedule of events

Youth Sponsorship: Pasco residents in grades 6-12th can receive up to \$500 to pay for their enrollment into an arts-based program of their choice, paid directly to the program organization. Students applying must:

- Be a Pasco resident
- In grade 6th - 12th
- Program must be arts-based (multimedia, visual, performance, etc.)
- Provide the following information on program they are requesting funding for:
 - Program and hosting organization name
 - Subject/arts discipline
 - Location
 - Cost
- One (1) teacher reference
- Statement of need/why they are applying for grant funding

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Allowable Grant Uses

The allowable uses outlined below apply to all funding categories.

- Art supplies
- artistic fees
- Direct program costs
- Event production costs
- Equipment rental
- Supplies/materials
- Marketing/publicity
- Supplies/materials
- Space rental
- Professional fees associated with event activity
- Program/camp/clinic enrollment fees
- Purchase of necessary supplies
- Traffic control (for events)

Grant Use Restrictions

- x** Permit fees
- x** Sub-granting
- x** Lobbying/propaganda materials
- x** Cash prizes or awards
- x** Tuition payments to educational institutions

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Application Requirements

The following requirements apply to all 3 funding categories:

- Complete application
- Proof of funds to cover costs exceeding grant award
- Supporting documentation (outlined by category)

Requirements: Arts Projects

- Approved permit
- Project budget

Requirements: Events

- Approved permit
- Event budget (expenses, event donations/financial sponsors)
- Event marketing material (flyer/graphic)
- Event program/schedule of events
- Cultural/artistic significance and community value

Requirements: Youth Sponsorship

- Letter of recommendation from one (1) teacher
- Personal statement
- Program details:
 - Program and host name
 - Subject/arts discipline
 - Location
 - Cost

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Instructions

Please fill out the applicant information below. After selecting the funding category you are applying for, fill out the corresponding section in its entirety. Applicants are only eligible to receive funding for one category and incomplete applications will not be considered.

Submit completed application via email to program administrator at artsandculture@pasco-wa.gov or drop off printed application packet and attachments at the City Clerk's office located inside Pasco City Hall.

If you have any questions or would like assistance completing the application form, please contact staff via email at artsandculture@pasco-wa.gov. Accommodations may be made for applicants wishing to present directly to PACC.

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Applicant

Name:

Address:

City, State:

Phone:

Email:

What grant category are you requesting funding for? Please check one.

- Art Projects Events Youth Sponsorship

Once you've completed the information above, complete the form only for the category you are requesting funding for. You will be required to submit additional documents with your application form. If you do not have access to a printer or scanner, please contact staff for assistance.

ART PROJECTS

You will need to attach/include the following before submitting application:

- Permit #
- Budget plan with proof of non-grant funding

Artist

Name:

Address:

Phone:

Email:

Property Owner

Name:

Address:

Phone:

Email:

Project Details

Permit #:

Timeline:

Estimated cost:

ART PROJECTS

Please describe the project you are requesting funding for, intended audience, and community impact.

Area with 15 horizontal light blue lines for text input.

EVENTS

You will need to attach/include the following before submitting application:

- Permit #
- Budget plan with proof of matching funds
- Event flyer/graphic

Event Details

Title:

Date:

Location:

Is your event new? If not, how often does it occur and for how long has it been occurring?

Where and how will your event be publicized?

Please summarize your schedule of events.

EVENTS

How is your event representative of or incorporating the arts, culture, or regional heritage?

Light blue horizontal lines for text input.

YOUTH SPONSORSHIP

You will need to attach/include the following before submitting application:

- Personal statement
- Letter of recommendation from one (1) teacher

Student

Name:

School:

Grade:

Parent/Guardian

Name:

Address:

Phone:

Email:

Program Information

Name:

Organizer:

Arts discipline:

Location:

Cost:

Website:

YOUTH SPONSORSHIP

Does your selected program require you to have regular transportation?

Yes

No

If you checked yes, how will you get there?

Three horizontal light blue bars for text input.

Please tell us why you are seeking funding for this arts program.

Eight horizontal light blue bars for text input.

How will any costs not covered by the grant be paid?

Eight horizontal light blue bars for text input.

Events: Funding Sources

Funding Sources	Funding Amount	Confirmed Funding? Y or N	Notes
Corporate/Business support:			
Donations:			
Other:			
TOTAL FUNDING SECURED			

Events: Expenses

Event Expenses	Projected	Actual	Notes
Permit fee(s):			
Equipment/Supplies:			
Personnel costs:			
Marketing:			
Services:			
TOTAL EXPENSES			

Art Projects: Budget and Funding

Project Expenses	Projected Total	Actual Total	Quantity	Notes
Permit Fee:				
Insurance:				
Artist Fees:				
Equipment/Supplies:				
Installation costs:				
TOTAL PROJECT EXPENSES				

Funding Source	Amount	Funding Confirmed? Y or N
TOTAL FUNDING SECURED		