



## Grant FAQs

**1. Do I need to be a non-profit to apply?**

For the Large Organizations Operational Grant, you are required to be a non-profit and provide documentation. For all other grants, including the Small/Mid-sized Organizations Operational Grants, Community Projects Grants, Arts Education Grants, and Innovation Fund, non-profit status is not required to apply.

**2. Must an organization be headquartered in Boulder to be eligible?**

For the Large Organization Grant, only Boulder-based organizations may apply. For all other grants, it is not necessary that the applicant organization be headquartered in Boulder. However, the applicant must be able to demonstrate that they conduct a substantial amount of their programming in Boulder. Also, though anyone may apply, preference is given through the jury process to organizations that are based in, or focused on, the Boulder community.

**3. How much detail is required for the organizational details such as board members and budget documents?**

The required documents and information in the organizational information section of the application is used to give the commissioners an understanding of your organization: what you do, how you do it, and who is involved. This should be basic details to convey that information. Make sure your details are complete, but not protracted.

**4. May I use my Colorado Common Grant Application for these opportunities?**

The grant applications have been designed to closely align with the Colorado Common Grant to make it easier for you to apply. Where the questions are the same, please feel free to copy-and-paste your information from the Common Grant. However, do take time to make sure that we are not asking for different or additional information.

**5. How does the jury panel come to their decision?**

After reading through your background information to understand your organization or project, they will be providing scores in two sections:

First, the jury members provide scores on the information you provide in the "Jury Questions" section. Jury members provide a score of 1-8 for each jury question.

Second, the jury members are asked to provide additional points on two focus areas: 1) for Boulder-based Organizations and 2) on issues of equity and fairness. A maximum of 4 additional points is available to the jury members for each question. See the rubrics, below, for more details.

The scores for each jury member are added together to establish a preliminary score for the application. There is no weighting of individual questions. Those preliminary scores are then averaged across all the jury members to establish an averaged preliminary score. It is this average preliminary score that ranks your application for consideration during the meeting. For each grant category, the Arts Commission will establish a threshold score (equal to a whole number that is approximately 50% of the maximum possible score) over which an application is considered eligible for an award. Please note that meeting the threshold score does not automatically approve an application for funding.

In addition to providing a score, the commissioners will include questions or comments for that score. This will be a brief statement that describes their thoughts on the answer to the jury question. These statements will be provided to you prior to the meeting. During the meeting, you will be given the opportunity to provide a three-minute statement to answer the questions raised, or further inform the jury panel about your application. After your presentation, the jury members may ask a few brief clarifying questions.

Later in that same meeting, the jury panel will discuss each application and individual jury members may decide to change specific scores based on new information you provide during your presentation. Once this rescore is complete, the applications are re-ranked. The members of the Boulder Arts Commission then deliberate on a decision of final approval of the applications which will receive a grant. The Arts Commission may a) accept the top scores in the ranking, b) choose to adjust the ranking, or c) ask the jury panel to reconsider specific scores.

For the Large Organization Operational Grants, the decision of the Boulder Arts Commission must also be approved by City Council. The complete scoring system and rubric can be found [here](#).

**6. What are Opportunity Grants and how are these decided and awarded?**

Opportunity Grants is special funding, outside of the regular grant budgets for the Community Projects and Art Education Grants, designed to assist applicants who have never received an Arts Commission grant before or have not received a grant in the past five years. After the standard grant awards have been decided, the Arts Commission will give second consideration to first-time applicants or applicants who have not received a grant in the past five years, and consider them for an award through the Opportunity Grants.

**7. If I am awarded grant, may I apply for other opportunities?**

Yes, there are no restrictions for applying for multiple grants.

**8. Does the Boulder Arts Commission have an appeals process?**

Yes. The appeals process can be found [here](#).

**9. I'm logged into my account but I cannot find the Professional Development Scholarship Grant that is listed on your website. Why is that?**

You are logged in as an organization. The Professional Development Grants are open only to individuals so you would need to log in on an individual account or sign up for a new individual account in order to see the grant.