



SMALL GRANT PROGRAM GUIDELINES

The Sumter County Cultural Commission's Small Grant Program is made possible through the South Carolina Arts Commission and matching funds from Sumter County. Subgrants are made available to professional artists, arts organizations, and organizations offering cultural programming. Awards are based on the artistic and/or cultural merit of the project.

Deadlines

| Grant Cycle | Application Deadlines | For Projects Starting |
|-------------|-----------------------|------------------------|
| First | May 25, 2018 | July-September, 2018 |
| Second | August 3, 2018 | October-December, 2018 |
| Third | November 2, 2018 | January-March, 2019 |
| Fourth | February 1, 2019 | April-June, 2019 |

Who is eligible for the Small Grant Program?

Organizations

Organizations submitting applications must have a tax-exempt, non-profit status or qualified fiscal agent located in Sumter County; a qualified individual authorized by a board of directors to manage the project through its completion; a commitment to making programs accessible to all individuals and groups in the community.

Individuals

Individuals submitting an application must be a professional artist (those individuals who devote a major portion of their time to the practice and production of art through which they earn or endeavor to earn their livelihood); maintain a permanent residence in Sumter County, SC, for 6 months prior to the date of application and reside in Sumter County during the grant period. Must not be a degree-seeking full-time undergraduate student at the time of application or during the grant period. Resume of individual applicant must accompany application and may be required to present a portfolio or sample of their work.

Submitting Applications

Completed applications submitted by the designated deadline (above) should be mailed or delivered in person to the Sumter County Cultural Center, 135 Haynsworth Street, Sumter SC 29150 or via email to Melanie Colclough at mcolclough@sumtercountysc.org.

Please completely fill out all sections of the application before submitting.

Other Considerations

- Since funds are limited, we suggest requesting no more than \$1000 for a project/event.
- Applicants may receive a maximum of two awards per fiscal year.
- Projects are judged on their artistic and/or cultural merit. Priority will be given to arts organizations and professional artists.
- A representative of the organization or the applicant may be asked to appear before the Small Grant Review Committee.
- All grantees are required to match the small grant award 1:1 (100% match). (Example: A \$500 grant from the Sumter County Cultural Commission must be met with \$500 by the organization or individual).
- The following credit must be given in promotional materials: *“This project (or name of organization) is partially funded by the Sumter County Cultural Commission which receives support from the South Carolina Arts Commission and the National Endowment for the Arts. Additional funding proved by a generous grant from the John and Susan Bennett Memorial Arts Fund of the Coastal Community Foundation of SC.”*
- Funds must be used as described in the grant application. Any changes must be approved in advance.
- The Sumter County Cultural Commission reimburses expenses at the end of the grant upon presentation of necessary written receipts and/or other documentation. If you receive an award, a final report form will be included with a contract and other materials.
- The final report must be completed and submitted within 14 days of the end of the project.
- If grant funds are used for a ticketed event, 6 tickets must be provided to the Sumter County Cultural Commission.
- Grant recipients will be asked to attend a grantee reception at the end of the grant year.