Arts & Humanities Funding Guidelines

Non-profit arts, culture, historical and beautification organizations based in Lewisburg are invited to apply to the city for competitive grant monies set aside annually from the city hotel/motel tax revenues. The following guidelines apply:

- Applicant must have 501-C non-profit status or proof of application for 501-C non-profit status
- Preference given to visible exterior improvements to a downtown property owned by the non-profit
- Can be used to enhance promotional activities related to a downtown fair or festival (i.e., flags/banners)
- Preference given to cost sharing proposals with the applicant
- Application will not be accepted for general operational/programming support of applicant
- This is a reimbursable grant program. All invoices shall be submitted to the City of Lewisburg for payment. All invoices will be reviewed for appropriateness before payment is issued at the sole discretion of the City.
- Total grant monies available for FY 2016/17 is $50,000

Approved by the City of Lewisburg Council on ____ day of _____, 2016

_____ _____

Mayor Recorder

CITY OF LEWISBURG
2016-2017
ARTS & HUMANITIES FUNDING PROGRAM
APPLICATION

The City of Lewisburg appropriates a portion of our Hotel/Motel Funds to be used for Arts & Humanities projects within the downtown area of the City of Lewisburg. This application must be filled out completely to be eligible for funding. Only nonprofit organizations may apply. Applications are to be returned to the City of Lewisburg, 942 Washington St. West, Lewisburg, WV 24901 by the Thursday before a regularly scheduled Finance Committee meeting (held the 2nd Tuesday of each month). Incomplete applications will not be reviewed until complete. Late applications will be reviewed at the following Finance Committee meeting.

Use of Arts & Humanities Grant monies must be in compliance with City of Lewisburg Code Chapter 3, Article 725

Applicant Name: _____

Applicant Mailing Address: _____

Applicant Phone Number(s) Primary: ( )_____ Cell: ( ) _____

Contact Person in Charge of the Project:

- Name: _____
- Phone: Primary ( ) _____ Cell ( ) _____
- Address: _____
- Email:_____

Are you a Nonprofit Organization?

- _____ Yes If yes, IRS 501(c) nonprofit letter of determination attached or application for 501 (c) nonprofit status
- _____ No

Physical address of project location:_____
_____

Amount of grant funds requested: _____

- Include the budget for the project
- Matching funding agencies
- Budget for your organization

Describe how the grant funds will be used for your project. Attach drawings of your project if applicable. Mark the appropriate item:

- ____ Façade Restoration
- ____ Stone or brickwork
- ____ Flags or banners
- ____ Other _____
_____

Number of people this project will benefit: _____

Signature of Officer or Board Member: _____
Date: _____

Approved:

_____ _____
Mayor Date