

Culture & Tourism

The Culture & Tourism grant program assists nonprofits by supporting strong arts, culture, heritage and recreational activities to enhance the quality of life in the region and attract visitors.

Contact: Danae Beaudette, 218-735-3022, Danae.Beaudette@state.mn.us

Eligible Applicants: Nonprofits with projects located within the agency's service area. Multi-organization collaboration is welcome.

Eligible Projects: Examples include capital improvements, historic preservations, community arts and culture, tourism and recreational activities, hospitality and customer service training, marketing and promotion to new audiences.

Ineligible Projects: Examples include Fourth of July celebrations, community festivals, fundraising events, reunions, marathons and races and centennial events. Overhead or operating expenses including salaries, wages or stipends, mileage, travel expenses, lodging, meals, operational, administrative costs or fees, design and engineering costs, utilities and rentals and existing deficits. Awards or prizes and the purchase or production of items for sale.

Funding: The Culture & Tourism grant program is funded at \$350,000 for FY2020. The grant awards range from \$2,500 - \$20,000. The agency requires a 1:1 match per project. In-kind materials and/or labor are not eligible towards the project match. Project must begin within six months of receiving grant award.

Evaluation Criteria (100 points)

1. **Job creation. (5 points)**
 - Describe job creation or retention, if any that will result from this project. (Minnesota Statute 298.22 subd. 13)
2. **New and innovative initiative. (40 points)**
3. **Community benefit and partnerships. (20 points)**
4. **Economic impact by attracting new visitors and encouraging spending. (20 points)**
5. **Project planning and management. (5 points)**
 - Project readiness.
6. **Urgent health and public safety concern. (5 points)**
7. **Project serves an underserved community/population. (5 points)**
 - Minority.
 - Geography.
 - Economic status.

Application Process and Review

For FY2020, two grant cycles are offered. Applications are accepted September 3 through September 30, 2019 and March 2 through March 31, 2020. All eligible applications received during these time periods are reviewed and scored according to the evaluation criteria. Grants are awarded to the most competitive applications. Applications submitted after March 31, 2020 through the end of the agency's fiscal year (June 30, 2020) may be awarded on a rolling basis subject to meeting minimum scoring criteria and subject to the availability of remaining program funds.

A project presentation may be required by applicant.

Applications are reviewed by a team and evaluated and scored on an individual basis. Grant program administrators do not score applications for their respective program.

Project funding is subject to the Commissioner's final approval. Project must meet objectives, priorities and policies established by the Commissioner.

Notify grant program administrator of any changes to application after final submittal.

Application Checklist

- Project Narrative:**
 - Narrative must address evaluation criteria.
 - Matching funds (In-kind materials and/or labor are not eligible towards the match).
- Letter of support from the area visitors/tourism organization or chamber of commerce.**
- Resolution authorizing applicant to apply for and accept funds.**
- W-9 Form to be completed by applicant.**
- Document of compliance with Minnesota Historical Society procedures for treatment of historical site (if applicable).**
- Copies of financial document(s) as indicated below:**

Grant Amount Requested	Annual Income of Organization	Document to Upload with Application
Under \$25,000	Any	Most recently filed IRS Form 990
\$25,000 and up	Under \$750,000	Most recently filed IRS Form 990 <i>and</i> recent Board Reviewed Financial Statements
\$25,000 and up	Over \$750,000	Most recently filed IRS Form 990 <i>and</i> most recent Financial Statements audited by a Certified Public Accountant

- Other documentation to support the application.**

Additional Information

- The agency reserves the right to require signage/logo acknowledging financial assistance from the Department of Iron Range Resources & Rehabilitation. Details are outlined in the grant agreement.

- Awarded projects must meet the Minnesota Prevailing Wage Statutes and the agency's board policy as stated in the grant agreement.
- Project information is subject to Minnesota Data Practices Act, Minnesota Statute Chapter 13.
- A progress report is required if grant period exceeds 12 months.
- A site visit may be conducted by an authorized representative of the agency.
- A final report is required before final payment including photographs of project, job creation/retention and matching funds.
- Project, reimbursement requests and final reports must be completed by date of contract expiration.
- Applicant may receive one Culture & Tourism grant per fiscal year for a maximum of two consecutive fiscal years. At the time of application, the applicant must not have any outstanding or open Culture & Tourism grants.
- Project CANNOT begin prior to execution of a grant contract.
- Iron Range Resources & Rehabilitation reserves the right to award all or partial funding per application if awarded.