

Culture & Tourism

Culture & Tourism grants assist 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 encouraged.

Eligible Projects: Examples include but are not limited to capital improvements, historic preservations, community arts and culture, tourism and recreational activities and promotion to new audiences.

Ineligible Projects: Examples include but are not limited to Fourth of July celebrations, community festivals, fundraising events, training, 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, tuition and scholarships, design and engineering costs, utilities and rentals and existing deficits. Awards or prizes and the purchase or production of items for sale.

Funding: Culture & Tourism is funded at \$350,000 for FY2021. 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) - *Must be addressed in the project narrative.*

- 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)**
 - Population experiencing inequities and/or disparities.
 - Diverse populations that include:
 - Racial and ethnic communities, including American Indians.
 - LGBTQI communities.
 - Disability status.
 - Veterans.
 - Geographic.

Application Process and Review

For FY2021, two grant cycles are offered. Applications are accepted September 1 through September 30, 2020 and March 1 through March 31, 2021. **Full applications must be submitted along with all required documentation by last day of cycle in order to be considered.** 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, 2021 through the end of the agency's fiscal year (June 30, 2021) 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.
- For non-government, IRS Form W-9 – Request for Taxpayer ID Number and Certification** – to be completed by applicant.
- Most recently filed IRS 990 form** - For organizations that have an annual income of over \$750,000 a most recent certified financial audit must also be uploaded.

Cost estimates:

Contract or Cost of Material or Service	Quotes/Cost estimates
Under \$10,000	Not required
\$10,000 - \$24,999	Two - upload with application or provide verbal quote detail in project narrative
\$25,000 - \$99,999	Three – upload with application or provide verbal quote detail in project narrative
\$100,000 or more	Must undergo formal notice and bidding process

- Identify funding sources and describe how matching fund requirement will be met.**
 - 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 for this project authorizing applicant to apply for and accept funds.**

☐ **Historic Preservation Requirements:**

If your project is listed in or located on:

- The National Register of Historic Places and/or the State Register of Historic Places. Specific to public buildings and landmarks.

The project must be submitted to the State Historic Preservation Office (SHPO) for review and the response letter uploaded to your application. Contact the State Historic Preservation Office with questions at 651-201-3287.

☐ **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 the 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 job creation/retention and photographs of project.
- 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.
- Spending within the agency's service area is encouraged.