

# Bastrop Cultural Arts Commission

## “Mini Grants”



**Background/Context:** The City of Bastrop Cultural Arts Master Plan, adopted by City Council in January 2021, recognizes, and encourages individuals, groups and organizations that enrich Bastrop life and its increasingly widespread reputation and vibrancy as an arts destination. The Plan affirms that arts and cultural offerings are fundamental to the quality-of-life residents enjoy, at the heart of Bastrop’s appeal to visitors and underscore Bastrop’s designation as a Texas Commission for the Arts “Cultural District.” In April 2022 the CAC launched a “Mini Grants” program aligned with our core themes, values and priorities, specifically, Diversity & Inclusion, Partnerships and Collaborations, and Political, Social and Economic Stability of the Arts. The mini-grant program will help grow and strengthen our local arts community and creative economy by contributing support to arts and culture events and activities that enhance our community.

**Program Basics:** The grant application period will open May 8, 2023 and close July 21, 2023 with announcements of awards occurring August 7, 2023. All grant projects must be completed and report on by December 31, 2023.

**Eligibility:** Non-profit organizations (not receiving City of Bastrop Hotel Occupancy Tax allocations), schools, informal arts groups and cultural organizations will be eligible for project-based grants. Grants also may be awarded to jump-start initiatives mounted by individuals to enhance the art and cultural landscape of Bastrop.

Programming, projects, and/or events celebrating arts and culture must be open to the public and within the City of Bastrop limits and needs to directly enhance tourism through creative placemaking. Creative placemaking refers to the process in which partners strategically shape the physical and social character of a city around arts and cultural activities. Unless otherwise approved by the Commission, grants will apply only to projects that are started and completed by December 31, 2023.

Ineligible costs shall include food, scholarships, rental of hotels, resale items, gifts, awards, transportation costs, payment to applicants, or political activity. The grant project may not contain obscene, sexually explicit, or vulgar material of a violent or political nature. Please note that 10% of the grant amount must be used on advertising outside the City limits which may include but is not limited to: radio or newspaper ads, direct mail, or sponsored social media posts.

**Application:** Applications will be reviewed by individuals appointed by the Bastrop Cultural Arts Commission and scored by the group on the basis of the following criteria:

- The extent to which the project promotes cultural arts tourism and preserves and enriches the cultural resources of the community
- The project’s artistic merit, creativity and innovation as perceived by the review panel and is not duplicative of other local efforts

- The project’s artistic vision, its responsiveness to community arts and cultural needs and its furtherance of CAC’s stated goals
- The project reflects innovation in programming to reach new and special audiences
- The project reflects collaborative engagement and/or partnerships with other arts and cultural interests in the community
- The project’s ability to inform and inspire arts and culture understanding and appreciation among its audiences
- That have arts/cultural tourism impact (e.g., attracting others attending other arts and culture venues or events through creative placemaking, stay overnight, shop or dine in Bastrop)

Special consideration will be given applications for events, projects, other programming:

- For which admission/participation is free
- That includes outreach to populations that are traditionally underrepresented
- That reflects across-the-arts collaboration and partnerships

**Scoring: Submissions must obtain a minimum of 50 points to be considered.**

Calculations of the total score will be determined based on the placemaking opportunity (30 points maximum), community support (20 points maximum), and outcomes criteria (15 points maximum).

Excellent (55-65 points)	Average (50-65 points)	Needs Improvement (0-50 points)
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**Awards:** Grants are anticipated to range from \$500 to \$1,500 each. Recipients will be selected from applicants by a panel of application reviews whose recommendations will be subject to the approval of the City of Bastrop Cultural Arts Commission. Decisions of the Commission are considered final.

**Grant Proposal Content:**

- Contact information for someone who will be readily available during the grant application review period to answer questions about the application
- Purpose and description of the event or project
- Amount being requested and total budget, including other anticipated funding (e.g., donations, sponsorships, ticket sales if applicable, other grants)
- Date, location, admission charge (if applicable), anticipated attendance
- Anticipated demographic of audience, participants
- Description on how the grant will help fulfill the mission of the Bastrop Cultural Arts Commission and goals of the Cultural Arts Master Plan
- Assurance that the City of Bastrop Cultural Arts Commission will be recognized in advertising the programs through use of the Commission logo
- Examples of past work

**Funding Grants:** Each grant will be funded at the time the grantee completes a contract of performance required by the City of Bastrop. Grants will help fund programs, placemaking, activities and events of a short-term nature.

**Final Report:** Each grantee must submit a final report within 30 days of completion of the event, project, or programming but no later than December 31, 2023. The report must describe how grant funds have been expended and accompanied by receipts, what benefits have been accrued, as well as copies of event promotion materials, participant counts, and other relevant information.

**For Further Information:** Please email Candice Butts at [cbutts@cityofbastrop.org](mailto:cbutts@cityofbastrop.org).