ARTS IN COMMUNITY GRANTS TIMELINE 2014

Please note that our grant application timeline is very compressed this year due to changes in the application process. In 2015 the application period will be from the 2nd Mon. in Jan. through the 1st Mon. in Mar.

ARTS IN COMMUNITY	Dates	Notes
Call for Grants Opens	Friday May 23	Notice will be on the City website, and through the Lafayette Arts Source enewsletter, press releases, etc.
Deadline	Monday June 16	Grants submitted after this date will not be accepted.
LCAC subcommittee receives grants to review	Wednesday June 18	Staff Liaison prepares rating sheet and electronic copies for subcommittee members to score in advance of the meeting. The grant review subcommittee recommends that future grant committees divide the responsibility of contacting applicants with questions directly, following a protocol that adheres to Sunshine Rules. Staff Liaison will schedule a meeting of the subcommittee.
LCAC subcommittee meets to discuss and rank grant applications	Between June 19 and June 23	Subcommittee meets to decide on recommendations to give to full LCAC group.
LCAC subcommittee sends decisions to Staff Liaison to send to rest of the group and to bring to meeting for finalization.	By June 23	Staff Liaison will compile grant scores and schedule a meeting of the subcommittee to review grants. Following the meeting the Staff Liaison will send out the compiled scores and recommendations to LCAC along with the agenda for the meeting.
LCAC subcommittee presents recommendations to full group	June 24 LCAC meeting	Subcommittee presents recommendations and answers questions. LCAC modifies and/or adopts subcommittee recommendations.
Applicants notified	First week in July	Staff Liaison will notify applicants of their award status.
Grant projects may begin	July 7	Funds may be requested only for projects that will be completed between July 1 and December 31, 2013
Grant projects end	December 31	All aspects of grant project must be completed.
Final reports due	Second Friday in January	Failure to complete the Final Report will result in denial of future grant requests from the applicant. Staff Liaison compiles final reports for subcommittee review
Subcommittee Reviews Final Reports	Fourth Tuesday Jan LCAC meeting	Subcommittee provides comments and recommendations to LCAC at the March meeting. Staff Liaison compiles data into master list of grants
Arts in Community Call Opens	Second Monday in January	Notice will be on the City website, and through the Lafayette Arts Source enewsletter, press releases, etc.