



## OCALA MUNICIPAL ARTS COMMISSION GRANT PROGRAM

The purpose of the Ocala Municipal Arts Commission Grant Program (OMAC) is to provide non-profit arts organizations, educational institutions, and individual artists financial support to pursue artistic endeavors that will benefit the community by fostering the awareness and development of the cultural climate in Ocala/Marion County, Florida.

### ELIGIBLE RECIPIENTS:

1. Individual Artists - Minimum of one year residency in Marion County, Florida and a project proposal that demonstrates a dedication to promoting the arts within the community.
2. Arts Organizations - Non-Profit arts organizations or educational institutions with one year of dedicated service to promoting the arts in the community.

### The following are non-allowable expenditures:

- expenses incurred or obligated prior to becoming a recipient of funds
- lobbying or attempting to influence federal, state, or local legislation
- building, renovation, or remodeling of facilities
- capital expenditures (includes acquisitions, building projects, renovations, etc.)
- bad debts, contingencies, fines and penalties, interest, and other financial costs
- private entertainment, food, beverages
- projects which are restricted to private or exclusive participation, which shall include restricting access to programs on the basis of sex, race, color, national origin, religion, handicap, age, or marital status
- contributions and donations

### SUBMITTAL REQUIREMENTS:

1. Provide an Ocala Municipal Arts Commission Grant Application filled out in its entirety.
2. Provide a written description of your project, event, or activity, **including the timeline of the project or program**, and how it will help benefit the community and foster the cultural climate of Marion County, Florida.
3. **Provide a specific itemized listing of expenses required for your project or program and a detail of additional sources of funding to offset expenses.**
4. A presentation to the Commission of any visual documentation (slides or photographs), published literature or music, and any promotional material and accolades explaining the program or project.
5. Presentations must be scheduled in advance of the project/event/activity. OMAC meets quarterly at Ocala Union Train Station, City of Ocala Cultural Arts Office (531 NE First Ave.) on the first Wednesday of each month at 4:00 p.m. in February, April, June, August, October, and December.
6. **Applications should be submitted well in advance (preferably 3 months) to allow sufficient time for review and processing.**

7. You will be contacted within 30 days of the meeting regarding the decision on the grant application. If your application is funded, final approval will take place during the approval of the minutes at the meeting following the presentation of your grant.

**FUNDING CRITERIA:**

1. The maximum grant amount is typically \$500; however, the Commission maintains a degree of flexibility based upon the expected cultural impact of the project or program throughout the community.
2. The Commission typically awards only one grant per year to an Arts Organization or Individual Artist.
3. The Commission will not award grants to arts organizations, educational institutions, or individuals who have not closed out previous grants by providing the proper follow up documentation and/or who failed to carry out their grant projects or programs as anticipated.
4. **Recipient agrees to provide the Ocala Municipal Arts Commission with a follow-up report within one month of the close of the project.** The recipient is required to use the Grant Recipient Form to document how the funds were spent and provide a description of the final outcome of the project's impact within the community. Photos, marketing, surveys, and testimonials are also encouraged.
5. Non-profit arts organizations and educational institutions must be officially registered tax-exempt organizations. A copy of IRS letter or certificate **must** be attached to, and submitted with, this application.
6. The OMAC logo must be used on appropriate material for grant programming. Material with the OMAC logo must be submitted as proof with the follow-up report.

**MAIL OR HAND DELIVER APPLICATION TO:**

Ocala Municipal Arts Commission  
828 N.E. 8th Avenue  
Ocala, FL 34470

**FOR MORE INFORMATION CALL:**

Cultural Arts Office: 352-629-8447

The Ocala Municipal Arts Commission typically meets bi-monthly at 4:00 p.m. on the first Wednesday in February, April, June, August, October, and December at the Ocala Union Train Station, City of Ocala Cultural Arts Office (531 NE First Ave., Ocala, FL 34470)

Funding for the Ocala Municipal Arts Commission Grant Program is provided from the State of Florida through revenues received from the sale of Arts License Plates.

The Ocala Municipal Arts Commission is an advisory agency of the City of Ocala established by the City to provide for the artistic and cultural development of the City. The Ocala Municipal Arts Commission is designated as the Local Arts Agency for Marion County by the Marion County Commission to serve all art forms and cultural groups throughout Marion County. (Resolution 92-R-129)

**OCALA MUNICIPAL ARTS COMMISSION**

# GRANT APPLICATION

Name of Arts or Educational Organization or Individual Artist: \_\_\_\_\_

Name of Program or Project: \_\_\_\_\_

Grant Amount Requested \$ \_\_\_\_\_

Application for:

- Arts Organization Must provide copy of IRS letter or Tax Exempt Certificate.
- Educational Institution Must provide copy of IRS letter or Tax Exempt Certificate.
- Individual Artists Must provide Social Security # \_\_\_\_\_.

Has the Art Organization, Educational Institution, or Individual Artist previously received funds from the Ocala Municipal Arts Commission? If so, provide the below listed information regarding the last project/program for which funding was received from the Arts Commission.

Date: \_\_\_\_\_ Amount \$ \_\_\_\_\_

Name of Program/Project: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_

- Discipline Category:  Performing Arts (i.e., dance/drama)  
 Visual Arts  
 Literature  
 Music  
 Other \_\_\_\_\_

Recipient, individual or authorized agent of the designated organization warrants and guarantees to the City of Ocala that the funds will be used only for the purpose herein specified, at and on the time, dates and location as herein specified, or, if not so used, will be returned to the City of Ocala.

Recipient also agrees to defend, indemnify and hold harmless, the City of Ocala and all officers and employees of the City of Ocala from and against loss, damage, demand, liability or expense by reason of any damage or injury to property or persons which may be claimed to have arisen as a result of or in connection with these services.

\_\_\_\_\_  
Applicant Signature

Print Name: \_\_\_\_\_  
Print Title: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Program Name: \_\_\_\_\_

\*\*\*\*\*

**OFFICE USE ONLY**

Date Application Received \_\_\_\_\_

If this organization/individual previously received OMAC funding, has all follow-up documentation been received?  Yes  No, Explain \_\_\_\_\_

**OMAC Action:**

Approved Date of Approval \_\_\_\_\_ Amount Approved \$ \_\_\_\_\_

Not Approved for Funding

Date Paid \_\_\_\_\_ Check # \_\_\_\_\_