



LEHI CITY PARC CULTURAL ORGANIZATION GRANT APPLICATION PART 2

This form is part two of a two-part application process. The first part should be submitted only once per year. This part can be submitted multiple times by an organization based on their number of grant requests.

APPLICATION DEADLINE

Applications are due online by 11:59 pm on Friday, April 14, 2023.

QUALIFICATIONS

In order to qualify for the Cultural Organization Application, you must meet the following eligibility requirements:

- The organization has a significant presence in Lehi City.
- The organization's primary purpose is the advancement and preservation of (i) natural history, (ii) art, (iii) music, (iv) theater, (v) dance, or (vi) cultural arts, including literature, a motion picture, or storytelling.
- The organization is not an agency of the state.
- The organization is not a political subdivision of the state.
- The organization is not an educational institution whose annual revenues are derived more than 50% from state funds.
- The organization is not a radio or television broadcasting network or station, cable communication system, newspaper or magazine.
- The organization is a private nonprofit organization and certificated by the Internal Revenue Service as an organization qualifying under § 501 (c) of the Internal Revenue code.

SCORING CRITERIA

The PARC Advisory Committee will use the following criteria to assist in creating a funding recommendation to present to the Lehi City Council, who will make the final funding decision. Please note criteria weights in parenthesis.

- 1. Local Impact (30%)** – How many residents will be impacted? Are underserved communities being served?
- 2. Community Need (25%)** – Is this program or service currently offered in the community? Is it needed in the community?
- 3. Capacity & Funding (15%)** – Where does the organization receive funding from? Are they partnering with any other organizations? How much cash does the organization contribute to the project? Are we funding most of the project? Does the organization have the resources to complete the project/program?
- 4. Measurable Outcome (30%)** – How will the organization know that they are successful in



having an impact on the community? Have they clearly defined the desired outcome? Have they clearly outlined how they will use the PARC logo to credit the PARC Program as outlined in section 10 of the PARC Tax Policy?

PROJECT INFORMATION

Each requested project or program should have its own separate application. You are encouraged to complete this application on a separate document and then copy and paste your responses over to the actual application form on www.lehi-ut.gov/cultural-org-grants.

5. Organization Name
6. Project Name
7. Project Address
8. Brief Project or Operating Expense Description - one sentence.
9. Detailed Project or Operating Expense Description - describe the project in detail, including an explanation of the project goal and how the organization intends to achieve it.
10. Grant Amount Requested - PARC funds should not be the sole source of funding received by applicant organizations and shall not be more than 50% of operating costs.
11. Total Project or Operating Expense Budget - what is the total budget of your proposed project, program, or operating expense?
12. Project or Operating Expense Funding - describe the funding to this project or ongoing operation expenses. In addition to PARC funds, include funds that will come from non-PARC resources, i.e. cash, donations, grants, etc. Please provide details of the expected contributions.
13. Community Need - describe how this project or operating expense fills a need in Lehi City.
14. Measurable Outcome - describe how you will measure the success of the project or operating expense in regards to furthering the goals and efforts of the advancement and preservation of (i) natural history, (ii) art, (iii) music, (iv) theater, (v) dance, or (vi) cultural arts, including literature, a motion picture, or storytelling.
15. Target Audience - describe your target audience and how the organization intends to reach them using PARC funds.
16. Local Impact - how many Lehi residents would your organization serve with the PARC funds?
17. Timeline - describe your timeline for the potential use of PARC funds.
18. Partner(s) - will you partner with any other organizations for this project or program? If yes, with whom?
19. Project Funds List - provide a detailed list of how the requested funds will be spent, including salaries, contractor fees, materials, royalties/licensing, travel, rent, marketing, etc.

Please Note: while salaries are a legitimate use of PARC funds, a strong application will include adequate detail explaining how these funded salaries will expand or enhance specific operations, projects, or initiatives. Your application may be scored low if (1) it appears to the committee that you are requesting to offset the cost of current, albeit qualified, operations, projects, or initiatives or (2) your explanations of how these salaries will be used are vague or are not tied to specific operations, projects, or initiatives.