

Cultural Organization Grant





Background



**Funded by the Park, Arts,
Recreation, & Culture (PARC) tax**

70% towards parks and recreation and 30%
towards arts and culture



**The grants include the ongoing operations of cultural organizations
AND cultural facilities**



**The city expects to receive \$1.3-1.5
million in PARC tax revenues each
year**

Approximately \$500,000 of that funding will go
toward Cultural Organization Grants

PARC Tax Policy

- General Guidelines
- Recreational and Cultural Facilities Projects
- Cultural Organization Grants
- Parks, Arts, Recreation, and Culture (PARC) Advisory Committee Selection Process
- Funding Decision Process
- Application Process
- Distribution of Funds
- Credit to PARC Program
- Reporting Requirements

PARC Tax Policy

Major Grants (\$10,001 or more)

- Awarded up to 50% of total qualifying operating expenses
- Demonstrate a significant presence in Lehi City.
- Volunteer Hours may be counted towards total qualifying operating expenses

Minor Grants (\$10,000 or less)

- Demonstrate a significant presence in Lehi City.
- Any applicant receiving \$10,001 or more in PARC Grants, even if reached through multiple Minor Grants, **must comply with all rules and regulations of Major Grants.**

Volunteer Hours Policy

Volunteer Hours

- May be counted towards an organization's total qualifying operating expenses
- Volunteering must be done with the purpose of advancing and preserving arts or culture
- Calculated at the hourly rate determined by the Independent Sector's most recent Value of Volunteer Time Report for the State of Utah
- Hours must be documented and provided with the grant application



Cultural Organization 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.

PARC Advisory Committee



7 MEMBERS



REVIEWS
APPLICATIONS



ADVISES THE CITY
COUNCIL

How to Apply for a Grant

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Report an Issue

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Lehi City Library

City GIS Maps

Rippy Literacy Center

Cemetery

Emergency Management

Environmental Sustainability

Parks, Arts, Recreation, and
Culture (PARC) Tax

RFP's & Bid Solicitations

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How to Apply for a Grant



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Parks, Arts, Recreation, and Culture (PARC) Tax

PARC TAX BACKGROUND

On November 2, 2021, a majority of Lehi City voters approved a 1/10th of 1% increase in the local sales and use tax as a means of enhancing funding for recreational and cultural facilities and cultural organizations within Lehi City. The Lehi City Council enacted the tax by ordinance on November 16, 2021.



Related Pages

[PARC Tax](#)
[Cultural Organization Grants](#)
[City Services](#)
[General Plan](#)
[Get Involved](#)

LEHI CITY

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Cultural Organization Grants

Now Accepting Cultural Organization Grant Applications

CULTURAL ORGANIZATION GRANTS BACKGROUND

Cultural Organization Grants are funded by the Parks, Arts, Recreation, and Culture (PARC) tax, which was approved by the Lehi voters on November 2, 2021. As established by the City Council, the distribution for the PARC tax allocation is 70% towards parks and recreation and 30% towards arts and culture. These percentages may be adjusted at any time. The funds that go towards arts and culture create the Cultural Organization Grants.



How to Apply for a Grant

1. Applications should be submitted through the form on the website
2. A PDF copy of the application can also be found on the website for reference purposes

1

Lehi City Cultural Organization Grant Application 2026

Deadline:

Applications are due by **5:00 PM on January 21, 2026**. Late applications will not be considered.

Qualifications and Requirements:

To qualify for either a Major or Minor Cultural Organization Grant, you must meet the requirements of Lehi City PARC Policy Section 5. Organizations may submit multiple Cultural Organization Grant applications, both Major and Minor, for different projects or operating expense requests. Please read all of the Lehi City PARC Tax Policy prior to applying for any Cultural Organization Grant to confirm eligibility requirements: <https://www.lehi-ut.gov/wp-content/uploads/2021/10/Lehi-City-PARC-Tax-Policy-Final.pdf>

Required Application Documents:

The required documents below need to be **emailed to PARC@lehi-ut.gov** before the application deadline for an application to be considered.

1. IRS 501 (c) non-profit certification letter
2. Financial documents as required per Lehi City PARC Tax Policy Section 5.11
3. If applicable, documentation of volunteer hours included in the Annual Qualifying Operating Expenses calculation as allowed per Lehi City PARC Tax Policy Section 5.9.2

Application Form:

One of the limitations of this form is that the system **does not** have the ability to save and must be done in one sitting. You are encouraged to complete this application on a separate document and then copy and paste your response to this form. A PDF copy of the application can be found on the Cultural Organization Grants page on the Lehi City website: <https://www.lehi-ut.gov/cultural-org-grants/>

Application Layout:

This application will be broken down into five parts:

1. Organization Information
2. Cumulative Grant Requests
3. Organization Funding Information
4. Project Information
5. Grant Requirements

2



LEHI CITY PARC CULTURAL ORGANIZATION MAJOR GRANT APPLICATION INFORMATION

This document shares information about and application questions for a Lehi City Major Cultural Organization Grant. This document **IS NOT** an application and should only be used as a reference. The application will be broken down into five parts: organization information, cumulative grant requests, organization funding information, project information, and grant requirements.

APPLICATION DEADLINE

Applications are due online by **5:00 pm** on Thursday, **January 21, 2026**. Applications must be submitted through the Microsoft Form on the **Lehi City website** by this deadline to be considered.

MAJOR CULTURAL ORGANIZATION GRANTS

To qualify for the Major Cultural Organization Grant, you must meet the following requirements from Lehi City PARC Tax Policy Section 5. Organizations may submit multiple applications for Major Cultural Organization

Cultural Organization Grant Applications

One digital form to apply for either:

Minor Grant Application (\$10,000 or less)

Major Grant Application (\$10,001 or more)

50% of total, qualifying operating expenses

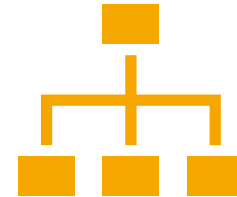
Organization Information



**Contact
Information**



**Eligibility for the
Grant**



**Organization
Information**

Project Information



**Project
Descriptions**



Project Financials



Project Impact

Project Descriptions

Brief Description

- One sentence

Detailed Description

- Help us understand your organization
- How does this project align with your organization

Project Financials

How much are you asking for?

What is the total project cost?

How else is this project being funded?

- Cash, donations, grants, etc.

Required Documents – Based on Requested Amounts

- **\$10,001-99,999:**
a compilation report for most recently completed fiscal year
- **\$100,000-499,999:**
a review of the most recently completed fiscal year plus a compilation report for the previous two fiscal years
- **\$500,000 or more:**
a review for the most recently completed fiscal year and the two previous fiscal years

Tips for a Strong Application



Grant committee should know exactly what we are paying for



Funding to offset currently funded projects requires extra detail



Clearly explain how logo will be displayed



Take measurement seriously



Scoring Criteria



Local Impact

How many residents will be impacted?
Are underserved communities being served?



Community Need

Is this program or service currently offered in the community?
Is it needed in the community?



Capacity & Funding

Does the organization have the resources to complete the project/program?



Measurable Outcome

How will the organization know that they are successful in having an impact on the community?
How will the organization use the PARC logo?

Post Award



Project period - July 1 to June 30



Enter into contract with the city



Award distribution dependent on your project



Interim Report and Final Report



Presentation to City Council

Questions?
parc@lehi-ut.gov

