

# Cultural Organization Grant



# Background

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## **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.

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# PARC Advisory Committee

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7 MEMBERS

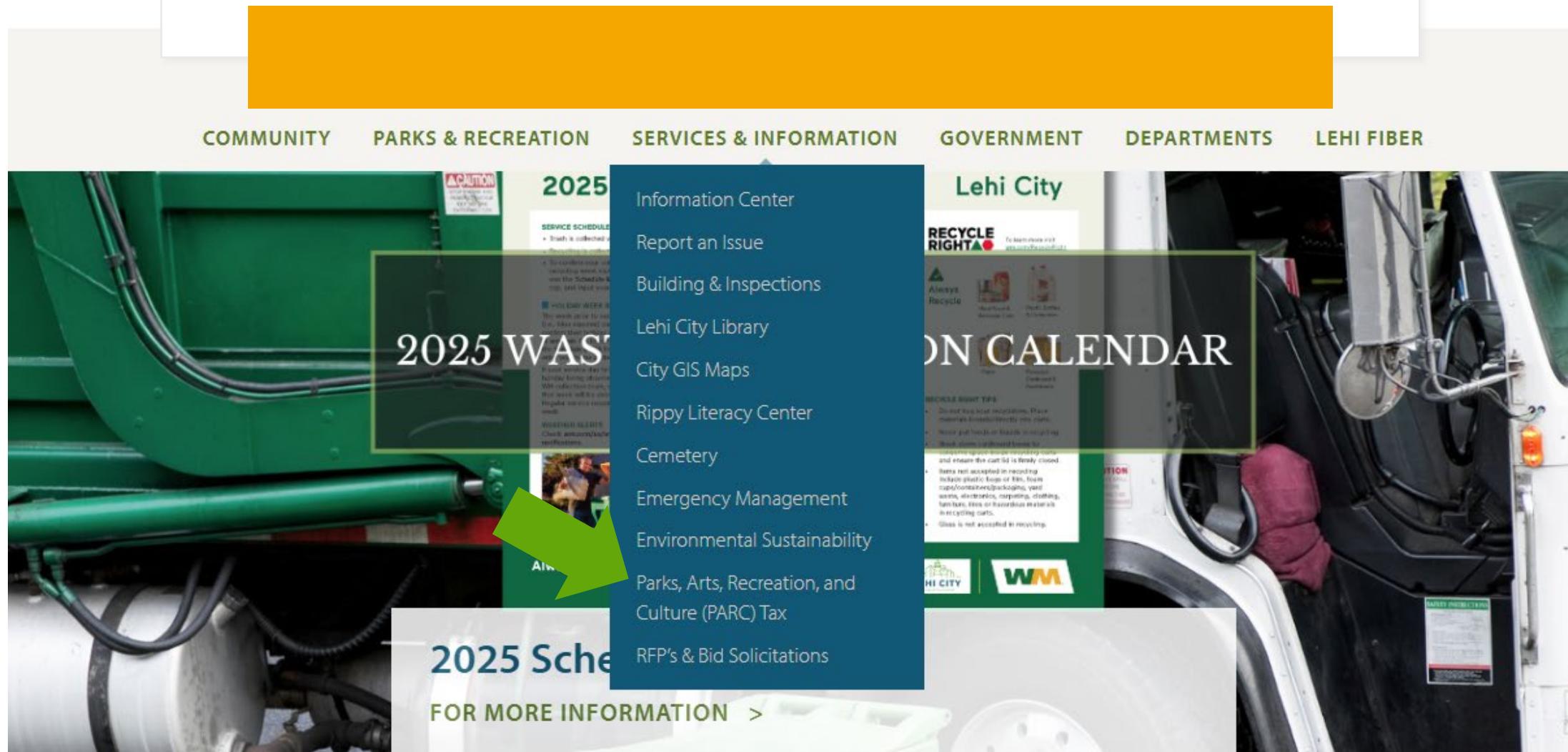


REVIEWS  
APPLICATIONS



ADVISES THE CITY  
COUNCIL

# How to Apply for a Grant



The image is a composite of three photographs. On the left, a close-up of a green recycling truck with a red hose and a red 'CAUTION' sign. A green arrow points from the truck towards a screenshot of the Lehi City website in the center. On the right, a close-up of a black recycling bin with a red 'RECYCLE RIGHT' sign and a green 'ON CALENDAR' overlay.

**Lehi City**

**RECYCLE RIGHT**

**ON CALENDAR**

**RECYCLE RIGHT TIPS**

- Do not bag recyclables. Place items directly into the cart.
- Never put food or liquids in recycling.
- Wash items and remove debris.
- Recyclable items must be clean and ensure the cart lid is firmly closed.
- Accepted items include plastic bags or film, foam cups/containers/packages, yard waste, electronics, carpeting, clothing, furniture, tires or hazardous materials in recycling carts.
- Glass is not accepted in recycling.

**Lehi City** | **WM**

**2025 WAS**

**2025 Sch**

**FOR MORE INFORMATION >**

**COMMUNITY** **PARKS & RECREATION** **SERVICES & INFORMATION** **GOVERNMENT** **DEPARTMENTS** **LEHI FIBER**

Information Center

Report an Issue

Building & Inspections

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

# How to Apply for a Grant



## 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](#)



## 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

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## 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

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## 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

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**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

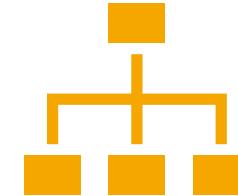
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**Contact  
Information**



**Eligibility for the  
Grant**



**Organization  
Information**

# Project Information

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**Project  
Descriptions**



**Project Financials**



**Project Impact**

# Project Descriptions

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## **Brief Description**

- One sentence

## **Detailed Description**

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

# Project Financials

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**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

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## 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**

