

FY2022 Cultural Service CAPITAL Program - PILOT

Cultural Council of Greater Jacksonville

Question Group

GRANT PROCESS DOCUMENTS

IMPORTANT: Review grant guidelines prior to starting work on the application - [CLICK HERE](#)

Restrictive Covenants - [CLICK HERE](#)

CSGP Ordinance - [CLICK HERE](#)

1. Project Name*

Name of Project.

Character Limit: 100

2. Type of Project*

Choices

Renovation

Construction

Acquisition

3. Physical Location and Address of Project*

Character Limit: 250

4. If project involves an existing building, what is the age of the building?*

If not, please indicate "Not Applicable."

Character Limit: 250

5. If the building has historical and/or architectural significance, please describe.*

If not, please indicate "Not Applicable."

Character Limit: 3400

6. Use of Property*

Which type of use does the applicant have of the cultural facility/property?

Choices

Ownership

Lease

To be Purchased

7. Documentation of Use of Property*

Upload documentation of use of property. Examples include:

If applicant owns the property:

Deed, title, or property tax statement/exemption

If applicant leases the property:

Lease agreement

If applicant is purchasing the property:

Appraisal or purchase agreement

Describe uploaded attachment.

Character Limit: 250 | File Size Limit: 5 MB

8. Organization's Mission Statement*

Character Limit: 3400

9. Project Description*

Describe the project in detail.

How will the grant and match be spent?

What does your organization want to accomplish with these city funds?

How does the project support or further the mission of the organization?

Character Limit: 3400

10. Need for Project*

Describe why the project is needed.

Please address the physical space itself. Consider, for example, the need for additional performance or exhibition space; office, work, or storage space; and the history of the organization's growth.

What will be the increased square footage or utility as a result of the project?

Is the capital project part of the organization's long-term or strategic plan?

Is the project part of a larger capital campaign or capital project? If so, briefly describe the scope

of the entire project.

Character Limit: 3400

11. Project Impact*

Describe the impact of the project.

What additional or enhanced cultural services will be provided to the community as a result of this grant award?

How will the project enable the organization to better serve Duval County? Examples include:

- *increased opportunities for local artists or cultural providers*
- *expansion of arts/cultural education opportunities*
- *greater access to cultural activities*
- *increased positive recognition for Jacksonville and/or increased cultural tourism*
- *preservation of building with historical/architectural significance*

Character Limit: 3400

12. Accessibility*

Does the cultural facility provide programmatic and operational accessibility for audiences and participants to engage in an equitable range of cultural opportunities?

Choices

Yes

No

13. Project Timeline*

Provide a timeline for the project described in the grant request.

If the project is part of a larger effort, please show how it fits into the larger scope.

Character Limit: 3400

14. Financial Impact of Project*

Describe the financial impact of the project on the organization.

What will the financial impact of the project be on operations, staffing, maintenance and programming?

How will any additional, associated costs and/or additional revenues generated be addressed by the organization?

Character Limit: 3400

15. CSCP Budget*

Click on link to download CSCP budget form to your computer. Complete the form, then re-upload the document to your application.

For budget form, [CLICK HERE](#)

File Size Limit: 1 MB

16. Total Amount Requested*

Character Limit: 20

17. Confirmed Matching Funds for Project*

Character Limit: 20

18. Documentation of Cash Match*

Upload documentation of cash match.

Examples include:

- Bank statement with deposit details
- Copy of canceled check
- Grant award agreement/contract
- Award letter from foundation/corporation
- Irrevocable pledge form from individual donor

Provide listing of uploaded attachments.

Character Limit: 3400 | File Size Limit: 5 MB

19. Additional Funds*

If additional CSCP funds became available, what amount beyond the request amount could the organization accept for the same project and provide a 1:1 cash match?

Character Limit: 20

20. Support Material One*

Describe and upload support material that further describes the actual capital project.

Examples include:

- Architectural drawings

- Photographs
- Graphic renderings

Character Limit: 500 | File Size Limit: 9 MB

21. Support Material Two*

Describe and upload additional support material that further illustrates the project and shows community support for the project.

Examples include:

- Press coverage
- Letters of support

Character Limit: 3400 | File Size Limit: 5 MB

22. CERTIFICATION

Under penalties of perjury pursuant to Section 837.06 of the Florida Statutes we certify that all of the information contained within this application is true to the best of our knowledge and that, should a grant be awarded, we agree to comply with the conditions of the grant guidelines and award agreement, including Restrictive Covenants.

Official with Authority to Contract for the Applicant

Full Name*

Character Limit: 250

Title*

Character Limit: 250

Date*

Character Limit: 10

Official with Authority to Contract for Owner of Property

Full Name*

Character Limit: 250

Title*

Character Limit: 250

Date*

Character Limit: 10

