



# 2024-2025 Grant Program Guidelines

## Mission Statement of the Washington County Arts Council

The purpose of the Washington County Arts Council is to foster the excellence, diversity, and vitality of the arts that will enrich the lives of the people of Washington County and enhance the social, cultural, educational, and economic qualities of the community.

## Goals

- \* Sustain and expand resources for artists and arts organizations that support the development and cultural vitality of the community through grants, services, and facilities.
- \* Enhance opportunities for showcasing cultural resources to Washington County residents and visitors through arts education and the visual and performing arts.
- \* Encourage advocacy efforts of the local, state, and national levels concerning arts legislation and funding.

## Requirements for organizations receiving grants from the Washington County Arts Council

- \* Applicants must be organized as a charitable purpose.
- \* Must comply with Title VI, Section 601, of the Civil Rights Act of 1964 which states that no persons, on the grounds of race, color, or national origin, shall be excluded from participation in, be denied the benefits of or be subjected to discrimination related to the arts.
- \* Must comply with Title IV Section 1681, of the Education Amendments of 1972, and the Age Discrimination Action, Section 6101, of 1975, which prohibits discrimination based on sex or of age.
- \* Must comply with Section 504 of the Rehabilitative Act of 1973 and the Americans with Disabilities Act of 1990 which states that no otherwise qualified person shall, solely by reason of his or her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination related to the arts.
- \* Must maintain complete and accurate records of all activities connected with the grant.
- \* Must file final report, both narrative and financial. Necessary report forms will be provided by the WCAC in ample time to meet deadlines. Failure to report may jeopardize any future grants being received by the organization.
- \* Must give credit to WCAC whenever or wherever credit is being given. WCAC must be identified as supporting the project.
- \* Must notify the WCAC in writing if a significant change is made in any WCAC-funded program or project.
- \* The proposed project may not be used as a fund development source for any group other than the applicant organization.

**Support Period:** July 1, 2024 through June 30, 2025

**Deadline for Application:** August 9, 2024

## Purpose: Washington County Arts Council Grant program

- \* To foster the excellence, diversity, and vitality of the arts.
- \* To broaden the opportunities for Washington County artists and arts organizations.
- \* To increase the availability of arts activities in Washington County.

## Eligibility:

Any charitable purpose, a designated 501 (c) 3 organization presenting the arts through public programs or services is eligible to apply.

WCAC does not support capital improvements or purchases of permanent equipment; activities for the exclusive benefit of an organization's members; activities that are chiefly recreational, therapeutic, or rehabilitative; travel outside Maryland; projects chiefly for classroom use; or activities not open or accessible to the public.

## Funding Amounts:

Organizations may request up to one-third of the cash costs of a program or project.

**Matching Requirements:**

WCAC grants must be matched at least two to one in cash. In-kind or donated services may be identified in the application form but cannot be listed in the income and expense section of the application. In-kind or donated services may not be used as part of the match.

**Note:**

- The grant is to be used solely for the program specified in your FY 2025 application and must be used for activities between July 1, 2024 and June 30, 2025.
- Grant funds may not be used to make contributions to political organizations, candidates for office, nor in connection with any political campaign or referendum.
- Acknowledgement of the WCAC's support of your program must be used in all printed materials and promotional campaigns for this project.
- A final written report on the 2025 project is due by July 31, 2025.
- If there are circumstances that cancel your specified project or delay it beyond completion this fiscal year, the grant money must be returned to the WCAC.

**Appeals**

Appeals to grant decisions should be directed in writing to:

Board President  
Washington County Arts Council, Inc.  
34 South Potomac Street, Suite 100  
Hagerstown, MD 21740