



Michigan State Historic Preservation Office

**GRANTS + FINANCIAL INCENTIVES**

MACC GRANT WORKSHOPS | MARCH 2022



## State Historic Preservation Office

Michigan SHPO assists local communities and organizations in their efforts to identify, evaluate, designate, interpret, celebrate, and preserve Michigan's historic places.

- Historic Resource Survey Program
- Local Historic Districts
- National Register of Historic Places
- Environmental Review (Section 106)
- Archaeology Program
- Certified Local Government Program
- Michigan Lighthouse Assistance Program
- Federal Historic Preservation Tax Credit
- State Historic Preservation Tax Credit



## What is a Certified Local Government?

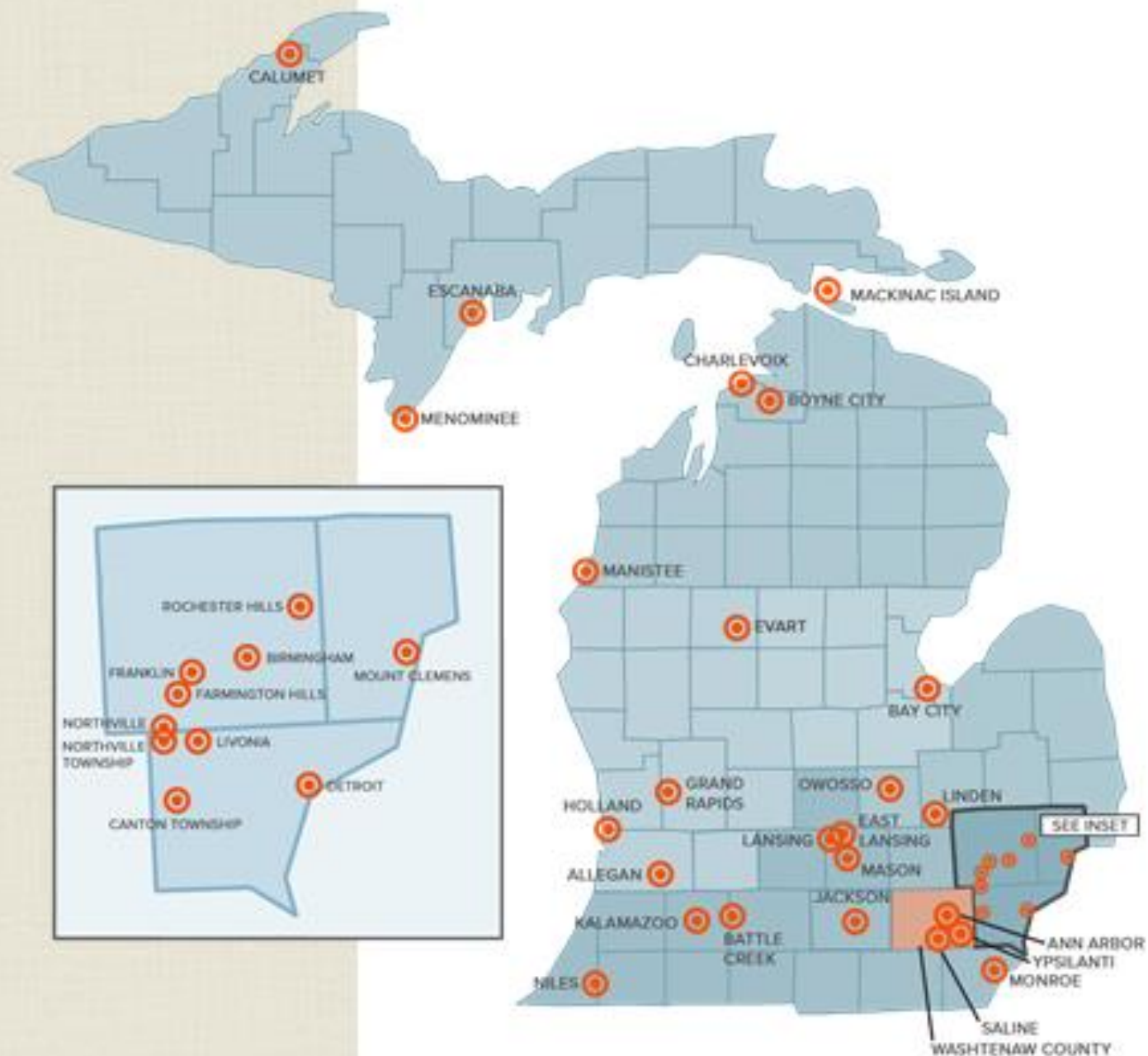
A CLG is a local unit of government (county, township, city, or village) that has engaged in a partnership to address historic preservation at the local level. Once certified as a CLG, a community **GAINS ACCESS TO FUNDING OPPORTUNITIES**, technical assistance, and other benefits.



# Michigan's CLG Communities

as of January 1, 2022

Allegan (1996)	Kalamazoo (1986)
Ann Arbor (1985)	Lansing (1997)
Battle Creek (1991)	Linden (2021)
Bay City (2007)	Livonia (2021)
Birmingham (2010)	Mackinac Island (2022)
Boyer City (2010)	Manistee (2015)
Calumet (2014)	Mason (2004)
Canton Township (1990)	Menominee (2006)
Charlevoix (2020)	Monroe (1999)
Detroit (2000)	Mount Clemens (2009)
East Lansing (1990)	Niles (2020)
Escanaba (2015)	Northville (2015)
Ewart (2021)	Northville Township (2015)
Farmington Hills (1991)	Owosso (2015)
Franklin (2015)	Rochester Hills (2009)
Grand Rapids (1993)	Saline (1986)
Holland (1987)	Washtenaw County (1986)
Jackson (2001)	Ypsilanti (2002)



## CLG Grant Program

- Every year, SHPO commits at least 10% of its federal allocation from the Historic Preservation Fund (HPF) to CLGs for grant projects
- Application rounds open in fall (open ~90 days)
- Competitive application process, through which SHPO typically selects 3-8 projects annually
- Funds may be used for two categories of projects:
  - Preservation planning, documentation, and education projects; or
  - Rehabilitation planning or rehabilitation projects.



# What Can CLG Grants Fund?

A lot! Here are some examples...

## **Preservation Planning, Documentation, and Education Projects**

Historic resource surveys or archaeological investigations  
Nominations to the National Register of Historic Places  
Study Committee reports for local designation  
Historic context studies  
Design guidelines and related technical materials  
Educational activities, workshops, and publications  
Trades workshops and other training

Ordinance updates/new ordinances  
Websites, smart phone apps, GIS databases  
Walking tours, driving tours, biking tours and heritage tourism programming  
Historic district signage  
Municipal or county preservation plans  
Preservation elements of master plans  
Economic impact studies

## **Rehabilitation and Rehabilitation Planning Projects**

Historic Structure Reports  
Cultural Landscape Reports  
Façade studies  
Feasibility studies  
Marketing studies  
Plans and specifications  
Condition Assessment Reports

Engineering studies  
Adaptive Reuse Plans  
Master Plans  
Preservation Plans  
Historic Resource Management Plans  
Property stabilization  
Physical preservation and rehabilitation work

## CLG Grant Program Basics

### General Guidelines

- Applications must come from the CLG, but non-profits and other public entities may receive funds through the CLG
- Match requirements vary from year to year
- Grant funds are paid on an expense reimbursement basis
- Awardees have approximately 2 years to complete their projects

### Rehabilitation Projects

- Owned by local unit of government, non-profit, or other public entity
- Must be listed in the National Register
- Require a preservation agreement



## Michigan Lighthouse Assistance Program

- Funded by the “Save Our Lights” license plate
  - Over \$2.4 million awarded since 2000
  - \$25 from each new plate and \$10 from each renewal goes to the fund
- Planning and Rehabilitation Grants
  - \$60,000 maximum award
  - 50% grant match required
  - Governmental units and non-profits





## Lakeshore Heritage Grant Program

- One-time funding of \$750,000 from the National Park Service to support preservation activities and economic vitality in rural communities along the Great Lakes
- Municipalities, non-profits, public entities, and non-residential property owners in communities that participate in CLG, Michigan Main Street, or Redevelopment Ready Communities programs.
- Exterior and interior rehabilitation of properties listed in or eligible for listing in the National Register of Historic Places, \$30,000-\$100,000/grant
- Competitive application process, anticipated for late spring/early summer 2022



## Federal Historic Preservation Tax Credit

- **Credit** against federal income tax liability
- 20% of Qualified Rehabilitation Expenses
- Program Basics:
  - **Not** competitive, capped, or allocated
  - Can be combined with other credits
  - May be used more than once at the same property
  - May be used by the same owner more than once
- Applications accepted year-round, as submitted by applicants



## Federal Historic Preservation Tax Credit

- Program Eligibility:
  - Properties must be:
    - Listed in the National Register individually or as part of a historic district; or
    - Part of a NPS certified local district
  - Properties must have a **depreciable end use**
- Application Process:
  - Coordinated through SHPO on behalf of the National Park Service
  - Confirm property eligibility (Part 1)
  - Confirm appropriateness of proposed work (Part 2)
  - Confirm appropriateness of completed work (Part 3)



## State Historic Preservation Tax Credit

- **Credit** against state income tax liability
- 25% of Qualified Rehabilitation Expenses
- Program Basics:
  - **Is** competitive, capped, or allocated
    - \$5 million in credits each calendar year:
      - \$2 million for commercial with expenses of \$2 million or greater
      - \$2 million for commercial with expenses of less than \$2 million
      - \$1 million for residential
  - Can be combined with other credits
  - May be used more than once at the same property
  - May be used by the same owner more than once



## State Historic Preservation Tax Credit

- Program Eligibility:
  - Properties must be:
    - Listed in the National Register individually or as part of a historic district; or
    - Listed in the State Register; or
    - Part of a local historic district established under PA 169
  - Depreciable end use and personal residential properties
- Application Process:
  - Coordinated through SHPO
  - Confirm property eligibility (Part 1)
  - Confirm appropriateness of proposed work (Part 2)
  - Confirm appropriateness of completed work (Part 3)



# State Historic Tax Credit – Where Are We?

Programs   Redevelopment Ready Sites   Small Business   Training & Events

## PUBLIC ACT 343 OF 2020: MICHIGAN'S NEW STATE HISTORIC TAX CREDIT

### Formal Public Hearing Concluded

The formal Public Hearing for the draft rules (dated October 28, 2021) for the new State Historic Tax Credits was held on December 16, 2021. Those comments received will be reviewed before the rules are submitted for final legislative approval and legal certification, with the goal of this program being ready to launch by mid 2022.

The draft rules and Public Hearing notice were published in the November 15 issue of the Michigan Register, which is available at [this link](#).

### State Historic Tax Credit Informational Documents

- **Revised October 28, 2021: State Historic Tax Credit Revised Draft Rules**  
Review the revised Draft Rule language, as submitted to the Michigan Office of Administrative Rules and Hearings after incorporating Public Comments.
- **August 26, 2021: Responses to Public Comments Received**  
Formal responses to comments received on the Draft Rules during the month of July, 2021.
- **August 26, 2021: State Historic Tax Credit Frequently Asked Questions**  
This document will continue to be updated as the program is formalized.

### More information on the new State Historic Tax Credit

As we work to recover and revitalize Michigan communities, Public Act 343 of 2020 (the "Act") was signed into law by Governor Whitmer on December 30, 2020 and established the new State Historic Tax Credit program (the "Program"). The Program will help support place based projects while promoting the preservation of Michigan's historic resources.

The Michigan Strategic Fund (the "MSF") and State Historic Preservation Office (the "SHPO") continue to work through the administrative rulemaking process (the "Rulemaking Process") to formally promulgate rules which will establish how the SHPO creates and administers the Program. The Rulemaking Process is estimated to take 12-18 months to complete. Details, such as application procedures, more detailed eligibility requirements, and transfer rules, etc. will be determined as part of the Rulemaking

- SHPO must conduct rulemaking before credits are awarded
- State applications will be submitted online. SHPO is currently developing the application portal. Anticipate portal will open in **summer 2022**.
- Complete applications will be reviewed in the order they are received.
- Credits will be awarded on a **first-come, first-served basis**, based on the date and time that complete Part 1 and 2 applications are received.

## State Historic Preservation Office

[Michigan.gov/SHPO](https://michigan.gov/SHPO)

CLG Grants: [Michigan.gov/CLGgrants](https://michigan.gov/CLGgrants)

Tax Credits: [Michigan.gov/HPcredit](https://michigan.gov/HPcredit)

## Questions?

S. Alan Higgins, M.S.

Certified Local Government Coordinator  
Michigan State Historic Preservation Office

517.256.4358

[HigginsS3@michigan.gov](mailto:HigginsS3@michigan.gov)



## ***WHO WE ARE***

State of Michigan's Council for Arts and Cultural Affairs established in the 1960's to provide access and opportunities to the arts in Michigan.

## ***WHAT WE DO***

Provide state and federal taxpayer dollars to arts organizations and eligible entities through a competitive grant making process.

## ***WHY WE DO IT***

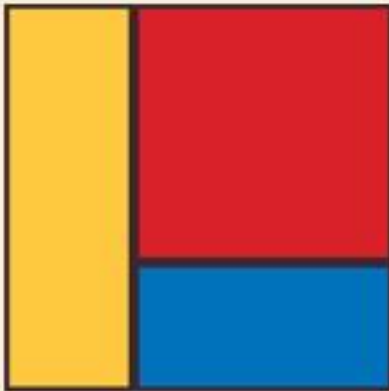
To encourage, initiate and facilitate an enriched artistic, cultural and creative environment in Michigan.

**Welcome!**  
**We are MACC**

**(that's the State of  
Michigan Arts &  
Culture Council)**

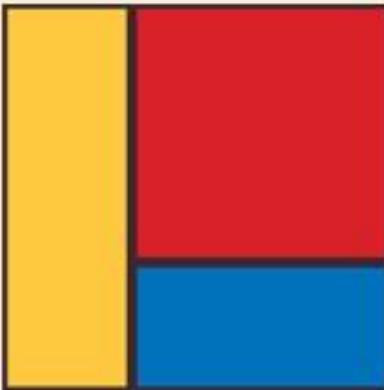


# We are your Council staff!



# First, let's chat about eligibility

APPLICANT	MACC-Direct Grant Programs					MACC Minigrant Programs		MACC Education Grant Programs			May apply to both Minigrant Arts Projects AND an OS/PS/AE, but may only accept one award	
	Operational Support (OS) request \$25,000 - \$60,000	Project Support (PS) request: \$5,000 - \$30,000	Capital Improvement (CI) request \$5,000 - \$100,000	New Leaders (NL) request up to \$4,000		Minigrant Arts Projects request up to \$4,000	Minigrant POD request up to \$1,500	Arts in Education (AIE) request: \$5,000 to \$20,000	Arts Equipment & Supplies request up to \$1,500	Bus Grant request up to \$500		
DEADLINE TO APPLY	June 1	June 1	June 1	June 1		Aug 3 Jan 15	Aug 3 Jan 15	Aug 3 Jan 15	Aug 3 Jan 15	Aug 3 Jan 15	Aug 3 Jan 15	
Nonprofit Arts & Cultural Organization	•		•	•		•	•					📖
Nonprofit Organization		•		•		•	•					📖
Schools (K-12, public/non-public)				•		•	•	•	•	•		📖
College / University		•		•								
Municipality		•	•	•		•	•					📖
Professional Artist							•					
Arts Administrator							•					
Film Professional							•					
Arts Educator							•					



# Operational Support



**Alex Flannery**

Operational Support Program Manager

[flannerya1@michigan.org](mailto:flannerya1@michigan.org)

517-331-5925

# Operational Support - Eligibility

- 501(c)3 Nonprofit Arts and Culture Organization
  - Arts education organizations
  - Arts service organizations (arts councils)
  - Collecting or material organizations (museums, historical societies, zoos)
  - Public broadcasting organizations
  - Literary arts organizations
  - Performing arts organizations (theatre companies, orchestras/bands, dance/ballet, etc.)
  - Visual arts/ film/video/digital organizations
- Physically located in state of Michigan with programs that are open to public
- Organization has at least three years of operating history reflecting a minimum of \$10,000 in unrestricted revenue (no in-kind)



# Operational Support – Eligible Expenses

- Salaries, wages, honoraria, artist fees, internships, artist residencies
- Marketing expenses
- Supplies, including performance or other production costs
- Administrative fees
- Equipment and/or space rental
- Technology costs, excluding the purchase of equipment
- Facility maintenance, excluding permanent structural/permanent capital improvements
- Costs related to market research, visitor studies, strategic planning
- Recording costs



# Operational Support – Basics

- Request: up to \$60,000 maximum based on Funder Report

<u>Tiers Based on SMU/DataArts Funder Report</u>		<u>Maximum Request</u>
Tier I	\$15 million and above	\$60,000
Tier II	\$5-\$14.99 million	\$50,000
Tier III	\$1-\$4.99 million	\$40,000
Tier IV	\$250,001 to \$999,999	\$30,000
Tier V	\$10,000 to \$250,000	\$25,000

- Grants awarded must be matched on a 1:1 basis with cash; no in-kind services allowed.
- Grant period: Oct 1 – Sept 30
- Application is based on your past operational history, not any future projects. You will complete application based on prior 1-3 years.

# Operational Support - Basics

## SMU/Data Arts Funder Report



Michigan Council for Arts and Cultural Affairs  
Funder Report



### Organization Information

Organization name: Marquette Symphony Orchestra  
 City: Marquette  
 State: MI  
 County: Marquette  
 Federal ID #: 383323868  
 NISP Discipline: 2 - Music  
 NISP Institution: 5 - Performing Group - Community  
 NTEE: A69 - Symphony Orchestras

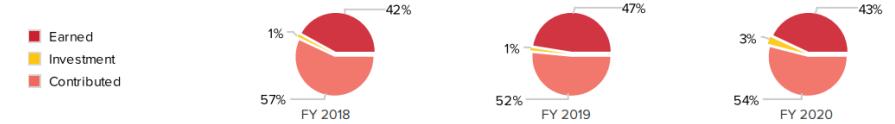
Year organization founded: 1996  
 Organization type: 501(c)3 nonprofit organization  
 DUNS #: 806723677  
 Full-time staff:  
 Board Members: 12  
 Fiscal year end date: 06-30

*Applicant is not audited or reviewed by an independent accounting firm.*

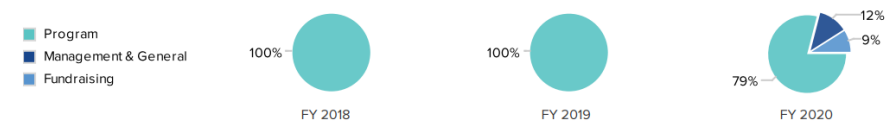
### Financial Summary

Unrestricted Activity	FY 2018	FY 2019	% Change	FY 2020	% Change
Unrestricted operating revenue					
Earned program	\$61,695	\$74,707	21%	\$57,734	-23%
Earned non-program	\$3,317	\$5,599	69%	\$3,269	-42%
Total earned revenue	\$65,012	\$80,306	24%	\$61,003	-24%
Investment revenue	\$2,152	\$2,502	16%	\$4,563	82%
Contributed revenue	\$88,665	\$86,753	-2%	\$75,870	-13%
Total unrestricted operating revenue	\$155,829	\$169,561	9%	\$141,436	-17%
Less in-kind	\$5,205	\$5,086	-2%	\$6,683	31%
Unrestricted operating revenue less in-kind	\$150,624	\$164,475	9%	\$134,753	-18%

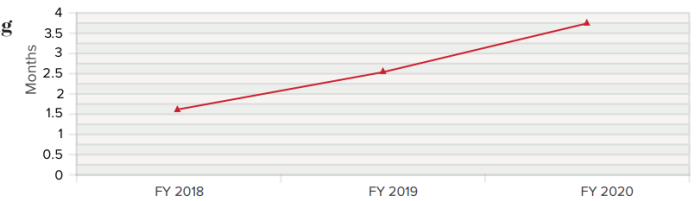
### Unrestricted Operating Revenue by Source



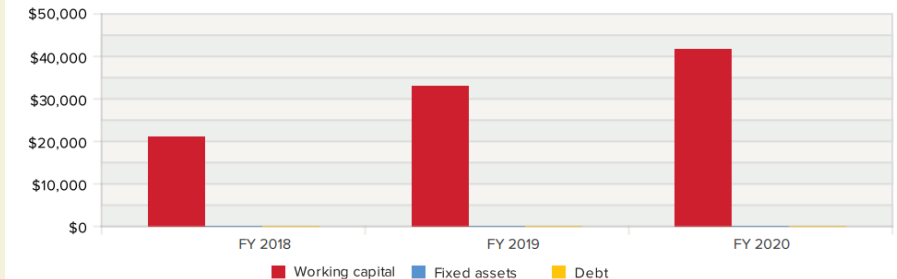
### Operating Expenses by Functional Grouping



### Months of Working Capital



### Components of Net Assets



# Operational Support - Basics

## \*NEW For FY22 & FY23\* Section 504 Self-Evaluation

**C. Program Evaluation** (cont.)

4. Can a learning impaired person participate in your programs and/or activities as a staff person, performer, audience member, visitor, or volunteer?

yes Check yes if all answers below are yes.  
 no Check no if any answer below is no.

Visual Arts	Performing Arts	Literary Arts	Media Arts	Design Arts
<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no

a. Is the facility accessible? See **DESIGN FOR ACCESSIBILITY CHAPTER SIX, PAGES 117-130**, and **DESIGN FOR ACCESSIBILITY CHAPTER FIVE, PAGES 108-109**.

Visual Arts	Performing Arts	Literary Arts	Media Arts	Design Arts
<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no

b. Are the activities of the program accessible? See **DESIGN FOR ACCESSIBILITY CHAPTER SIX, PAGES 117-130**, and **DESIGN FOR ACCESSIBILITY CHAPTER FIVE, PAGES 108-109**.

Visual Arts	Performing Arts	Literary Arts	Media Arts	Design Arts
<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no

c. Are the products of the program usable by people with learning disabilities? See **DESIGN FOR ACCESSIBILITY CHAPTER SIX, PAGES 117-130**, and **DESIGN FOR ACCESSIBILITY CHAPTER FIVE, PAGES 108-109**.

Visual Arts	Performing Arts	Literary Arts	Media Arts	Design Arts
<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no	<input type="checkbox"/> no

**504 REGS SECTION**

7. **Rest Rooms**, pages 78-81

Is at least one accessible rest room provided?

yes

Provide the measurements for the following features:

- Entrance door: [redacted]
- Clear floor space: [redacted]
- Height of toilet and urinals: [redacted]
- Width and length of the stall: [redacted]
- Width and length of the grab bars and their location in the stall: [redacted]
- Height of the toilet paper dispenser: [redacted]
- Height of the paper towel dispenser: [redacted]
- Height of sink: [redacted]
- Clear space between sink apron and floor: [redacted]
- Height of soap dispenser: [redacted]
- Height of mirror: [redacted]

no

8. **Telephones**, page 74

Is at least one telephone provided that is usable by disabled people?

yes Specify height of the highest operable part (e.g., coin slot of the telephone): [redacted]

no

9. **Signage**, page 75

Are signs clear and readable with large letters that contrast with the background?

yes

no

[Link to Fillable PDF in Operational Support Guidelines](#)



# Capital Improvement



**Jeff Garrett**

Capital Improvement Program Manager

504 Accessibility Coordinator

[garrettj7@michigan.org](mailto:garrettj7@michigan.org)

517-242-3678

# Capital Improvement - Eligibility

## Nonprofit Arts and Culture Organizations (501(c)3 tax-exempt) and Municipalities

- Federal and State agencies are not eligible.
- “Friends of groups”, neighborhood associations, economic development organizations, or auxiliary nonprofits primarily for the benefit of specific activities, programs, or fundraising are not eligible.

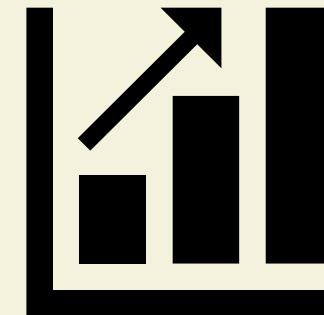
Applicant is physically located in the state of Michigan, programs are open to the public.

**Will the proposed project be completed between Oct.1, 2022 – Sept. 30, 2023?**



# Capital Improvement - Basics

- **Request Amount:** \$5,000 – \$100,000
- **Grant match:** awarded amount must be matched on a 1:1 basis with cash and/or newly manufactured product in-kind match.
- **Note:** Labor is **NOT** eligible for in-kind match.



Accessibility  
Efficiency  
Productivity



# Capital Improvement - Eligible Expenses

- FACILITY IMPROVEMENT

- Funding assistance for capital improvement projects for the expansion, renovation or construction of arts and cultural facilities.
- Permanent fixtures and mechanisms that cannot be removed without altering ceilings, floors, walls and/or damaging the building are considered facility improvements.



Croswell Opera House



Impression 5 Science Center



# Capital Improvement - Eligible Expenses



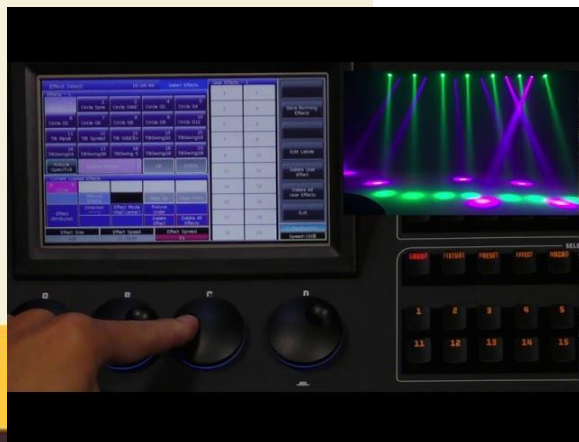
Accessibility  
Efficiency  
Productivity



## EQUIPMENT

- The purchase and installation of equipment will be considered where the equipment is part of an overall improvement to an arts and cultural facility or it enhances the effective delivery of arts and cultural activities and programs.

- Non-permanent fixtures / machinery would be considered equipment.





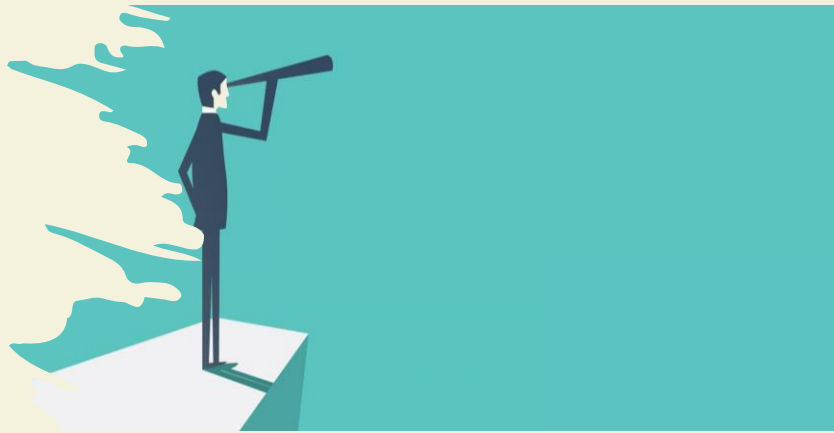
# **Project Support Arts in Education New Leaders**

**Chad Swan-Badgero**

Program Manager

[BadgeroC@michigan.org](mailto:BadgeroC@michigan.org)

517-881-9472



# PROJECT SUPPORT OVERVIEW

- IS THE APPLICANT A COLLEGE/UNIVERSITY, MUNICIPALITY OR NON-ARTS RELATED NONPROFIT ORGANIZATION?
- IS THE APPLICANT PHYSICALLY LOCATED IN THE STATE OF MICHIGAN?
- ARE THE FACILITIES OPEN AND ACCESSIBLE TO THE PUBLIC?



# PROJECT SUPPORT BASICS

- REQUEST: \$5,000 - \$30,000
- GRANTS AWARDED MUST BE MATCHED ON A 1:1 BASIS WITH CASH; NO IN-KIND SERVICES ALLOWED.
- GRANT PERIOD: OCT 1 – SEPT 30



B A S I C S

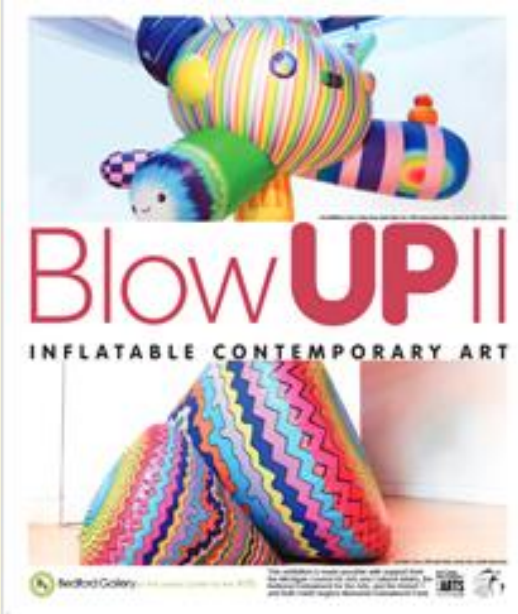


# Project Support - Eligible Expenses

- Artist fees
- In-state travel or lodging for artists
- Marketing
- Consumable supplies related to the instructional component of the project
- Staff time directly related to the execution of the grant program



# PROJECT SUPPORT EXAMPLES



Northwestern Michigan College

Kalamazoo County Land Bank



**MUSKEGON CITY**  
**PUBLIC ART INITIATIVE**

Michigan Disability Rights Coalition



Friends of the Ellis Library





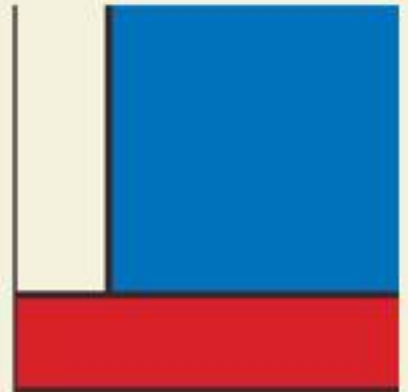
# ARTS IN EDUCATION OVERVIEW

- Are you physically located in the State of Michigan?
- Are you a [registered](#) preK-12 educational institution, public or non-public school,
- private school, home school, school district, intermediate school district/regional educational service agency or an accredited Head Start program?
- Does your project have a hands-on learning component for student involvement?
- *Colleges are NOT eligible to apply to the AIE grant program.*



# ARTS IN EDUCATION BASICS

- AIE applicants can request a minimum of \$5,000 or a maximum of \$20,000.
- Teacher and administrative time directly related to the implementation of the project, as well as instructional time, may be used as a match.
- Funded projects: October 1, 2022 - September 30, 2023.
- Projects must contain hands-on and interactive activities that directly involve students in the creative process.



# Arts in Education - Eligible Expenses

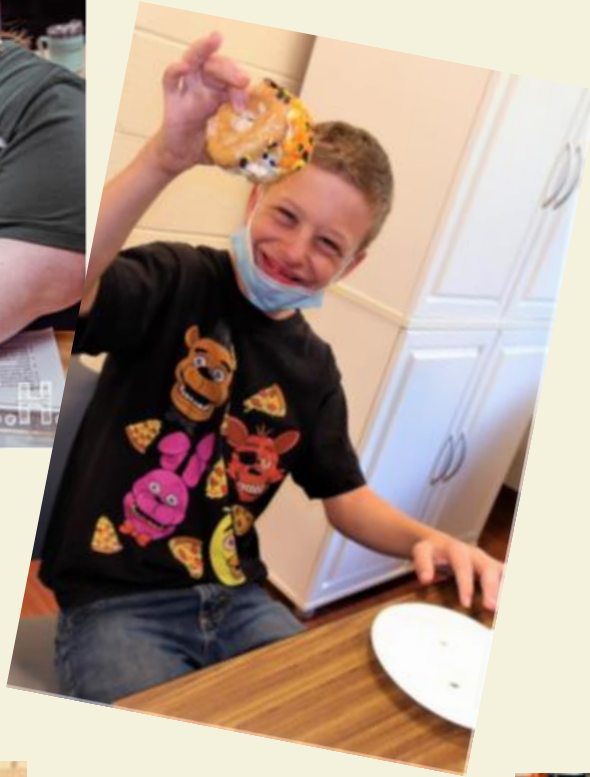
- Artist fees
- In-state travel or lodging for artists
- Marketing
- Consumable supplies related to the instructional component of the project
- Field trip admission to museums, theaters, galleries, etc. for the core group of students **only** if it is integral to the instructional component of the project and includes a guided lesson.



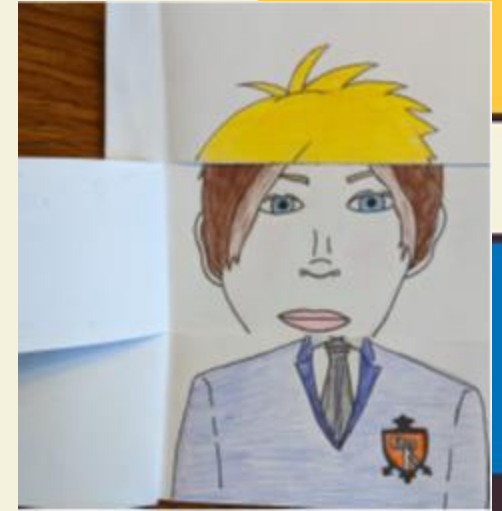
# ARTS IN EDUCATION EXAMPLES



*ACES Academy, Alpena*



*Escanaba Area Schools*



*Crossroads Alternative HS, Grand Rapids*



*Ishpeming Public Schools*



# **NEW LEADERS OVERVIEW**

- Are you physically located in the State of Michigan?
- Are you a non-profit organization, municipality or school?
- Is your project LED BY a young person between the ages of 14 – 30?
- Is the project being proposed connected to or creating a youth/teen council or young professionals group focused on the arts and culture?





# NEW LEADERS BASICS

- The program must be **LED BY** a young person or young people (ages 14-30 years old). MACC defines “led by” as: a New Leader involved in KEY DECISION MAKING for the project being proposed.
- Match may be cash, in-kind or a combination of both.
- Applicants may request up to \$4,000.
- Grant timeline: October 1, 2022 to September 30, 2023.



BASICS



## **New Leaders - Eligible Expenses**

- Artist fees
- In-state travel or lodging for artists
- Marketing
- Consumable supplies related to the instructional component of the project





*Jodie Randolph Dance*

# NEW LEADERS EXAMPLES

*West Michigan Center for  
Art + Technology*

*Capitol Collective*



*Living Arts*



*Ypsilanti District Library*

# Regional Regranting and Minigrant Program



**Jackie Lillis-Warwick**

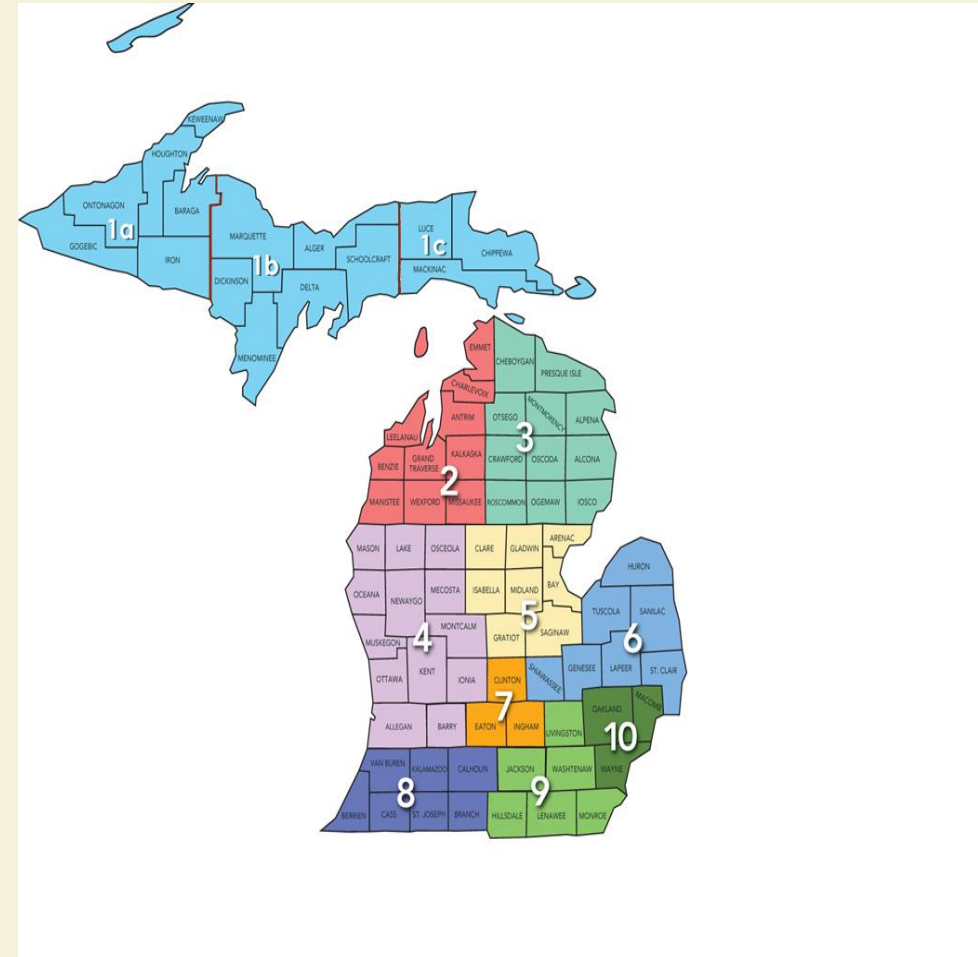
Program Manager

[lillis-warwickj@michigan.org](mailto:lillis-warwickj@michigan.org)

517-881-4114

# REGIONAL REGRANTING

1. UPPER PENINSULA – CYNTHIA COTÉ, SUE ROLL, ELLEN BENOIT
2. NORTHWEST - MARY BEVANS GILLET
3. NORTHEAST – JUSTING CHRISTENSEN-COOPER
4. WEST MICHIGAN - LORI GRAMER, LORAIN SMALLIGAN
5. EAST CENTRAL - MARSHA BRAUN AND NANCY KOEPKE
6. EAST MICHIGAN – SUZANNE LOSSING, LAURA TYLL
7. SOUTHWEST – KRISTEN CHESAK
8. SOUTH CENTRAL – TAYLOR HASLETT
- 9 – SOUTHEAST – DEB POLICH
10. DETROIT METRO – ADAM DEJARDINS



# MINIGRANT PROGRAM

## Arts Projects

**Up to \$4,000 with a 1:1 MATCH, Cash and/or In-Kind**

This grant provides support for the production, presentation and creation of arts and culture that promotes public engagement, diverse and excellent art, lifelong learning in the arts, and the strengthening or livability of communities through locally developed arts and culture.

### **Are you eligible to apply for a Minigrant Arts Project grant?**

- Is the applicant an arts & cultural nonprofit, or nonprofit organization registered in the state of Michigan, K-12 school, or municipality?
- Is the applicant's organization physically located in the state of Michigan?
- Will proposed project occur during grant period, Oct. 1 – Sept. 30?

# MG Arts Projects - Eligible Expenses

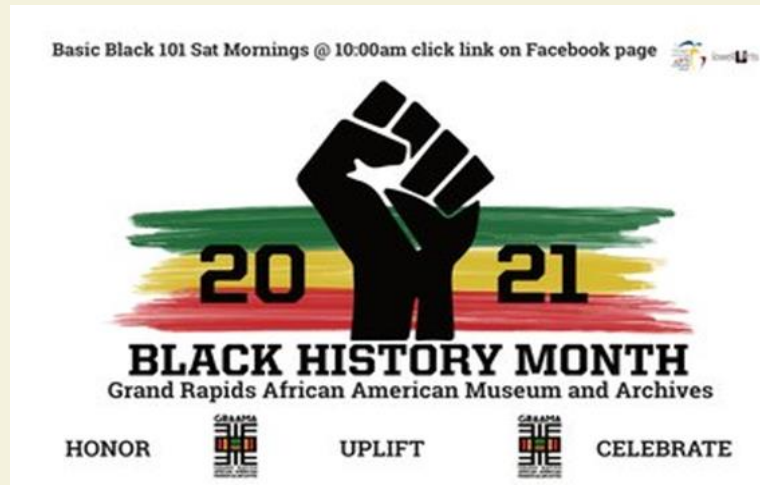
- Artists fees
- In-state travel or lodging for artists
- Space rental
- Marketing
- Consumable supplies related to the instructional component of the project
- Staff time directly related to the execution of the grant program
- Field trip admission to museums, theaters, galleries, etc. for the core group of students **only** if it is integral to the instructional component of the project and includes a guided lesson.



# MG Arts Project Examples



Adrian District Library



Grand Rapids African American Museum and Archives



Macomb Intermediate School District



Player de Noc, Inc.



Capitol Collective

Downtown Ironwood Development Authority



# MINIGRANT PROGRAM

## Professional / Organizational Development (POD)

**Up to \$1,500 with a 1:4 MATCH, Cash and/or In-Kind**

These grants are intended to assist organizations, arts administrators, individual artists, film professionals, and arts educators with unique experiences directly related to career or organizational development.

### **Are you eligible to apply for a Minigrant POD grant?**

- Is applicant an arts & cultural nonprofit, registered in Michigan OR individual artist, arts and cultural administrator, film professional, or arts educator?
- Is applicant/organization physically located in the state of Michigan?
- Will proposed opportunity occur during grant period, Oct. 1 – Sept. 30?

### **Are you applying for/to:**

- Conference/Education/Training – educational opportunities to increase knowledge/skill
- Work with a Consultant – assistance with planning, needs assessment, grant writing, etc.



An illustration of a hand holding an open wallet. The wallet is black and red, and it is filled with several white coins, each with a dollar sign (\$) on it. The background is a light orange color with some abstract shapes and lines. Below the hand, there is a large, light green, brush-stroke-like shape. At the bottom of the page, there is a horizontal bar with several colored segments: yellow, dark brown, blue, red, yellow, and red.

# MG POD - Eligible Expenses

- Artist, consultant, workshop, registration fees directly related to a professional development opportunity
- Travel (in OR out of state)
- Meals and Lodging
- Project-related Materials

# MG POD Examples



Sterling Edwards  
Workshop



Binder Park Zoo



Great Lakes Center for the Arts



New Music Gathering St. Paul MN



Lapeer County Community  
Mental Health



Detroit Sound Conservancy

# BUS GRANTS

GRANT OPENS MAY 1, 2021 AND CLOSES AUGUST 3RD, 2022  
ROUND 2 CLOSSES JANUARY 15, 2023  
(OR UNTIL ALL FUNDS HAVE BEEN EXPENDED)



This Photo by Unknown Author is licensed under [CC BY-NC-ND](https://creativecommons.org/licenses/by-nc-nd/4.0/)

- Maximum request of \$500
- For k-12 schools to pay for transportation to take an arts related field trip
- No matching requirement
- School is reimbursed the amount if they are awarded a grant after they take the field trip
- Home schools and Head Start programs would be eligible

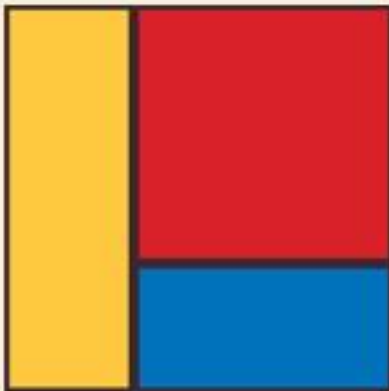
# ART EQUIPMENT & SUPPLIES

GRANT OPENS MAY 1, 2021 AND CLOSES AUGUST 3RD, 2022  
ROUND 2 CLOSES JANUARY 15, 2023



phillipmartin.info

- Maximum request of \$1500
- For k-12 schools to purchase arts equipment or supplies (or pay for the repair of arts equipment)
- No matching requirement
- School is reimbursed the amount if they are awarded a grant after they purchase equipment



# Q&A

What questions can we answer?

(There will be additional time for questions after break)



# **BREAK**

Feel free to conceptualize soft music, birds chirping, gentle waves lapping ashore and building castles in the air.

See you in a little bit...



# SmartSimple and the Application Process

- Register applicant organization in SmartSimple, <https://macc.smartsimple.com/>.
- Complete Organization Profile and Personal Profile.
  - Organization Profile includes ORGANIZATION INFORMATION, ADA/504 INFORMATION, ORGANIZATIONAL HISTORY/BOARD, and DEMOGRAPHICS sections.
- Upon completion of the Organization and Personal Profile(s), select “Grantee Home” to view eligible grant applications via icons present underneath “My Opportunities.”
  - A new grant is created EVERY TIME a grant icon is selected.
- \$50.00 non-refundable application fee per application.
  - No application fee for Minigrants.**
- "WHERE DO I BEGIN" document in MACC's BOX may be helpful





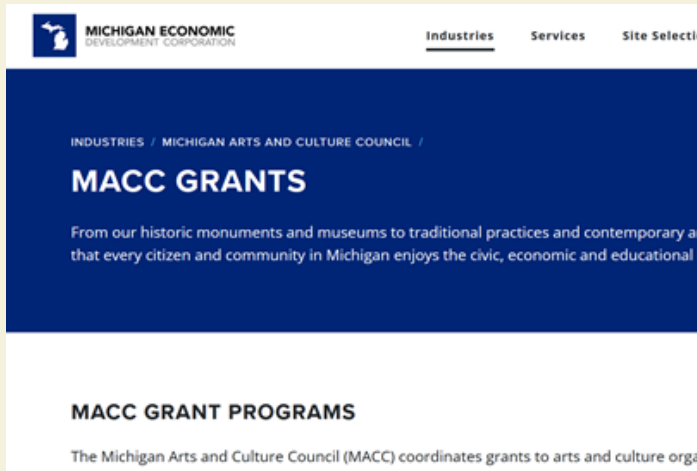
# What's in the **box** ?!



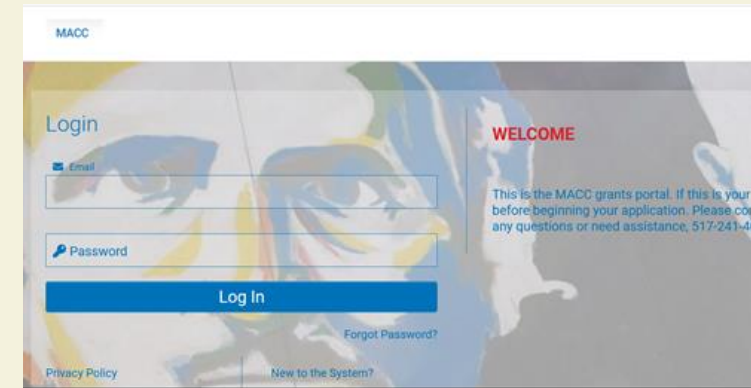
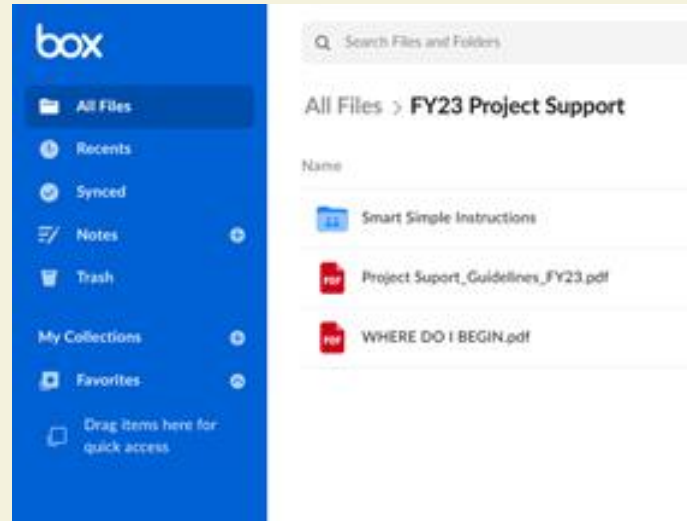
1.

2.

3.



[www.michigan.gov/arts](http://www.michigan.gov/arts)



[macc.smartsimple.com](http://macc.smartsimple.com)



# Transition from DUNS to UEI



**DUNS® to UEI**  
**Transition**  
**April 4, 2022**

The image shows a laptop displaying the SAM.gov website. The website header includes 'SAM.gov' and 'Official U.S. Government Website 2020 First'. The main content area is titled 'The Official U.S. Government System for:' and lists various services like 'Customer Support', 'Assistance Listings', 'Entity Information', 'Entity Registration', 'Entity Reporting', and 'Entity Information'. A prominent section is titled 'Register Your Entity or Get a Unique Entity ID' with a 'Get Started' button. Below this, there is a search bar and a 'Have Questions about SAM.gov?' link. The background of the laptop screen is dark green.

A Unique Entity ID, or UEI, is a federal identification number for your organization. This number replaces the previously-used DUNS identification number.

For all future MACC applications due June 1 or beyond, a valid UEI will be required.

This change affects organizations only, not individuals applying for a POD Minigrant.

Obtain a UEI from [SAM.gov](https://sam.gov)

Federal System for Award Management

# Transition to UEI - 3 Scenarios

## 1. My organization is already registered in SAM.gov

- You already have a UEI. Sign into your [SAM.gov](https://sam.gov) account to review your UEI.

## 2. My organization has a DUNS Number, but IS NOT yet registered in SAM.gov

- You can get a UEI immediately by registering your organization at [SAM.gov](https://sam.gov).

## 3. My organization does not have a DUNS Number, and IS NOT yet registered in SAM.gov

- Wait until April 4, 2022, or later. You'll be able to register without first obtaining a DUNS number.
- On or after April 4, 2022, visit [SAM.gov](https://sam.gov) to obtain your UEI.



# Transition to UEI - Assistance

## SAM's Quick Start Guide

**SAM.GOV** | Quick Start Guide for Getting a Unique Entity ID

2. After you sign in, the system will navigate you to your Workspace. On the "Entity Management" widget, select the "Get Started" button.

3. On the next page, enter information about your entity. All fields are required, unless marked as optional.

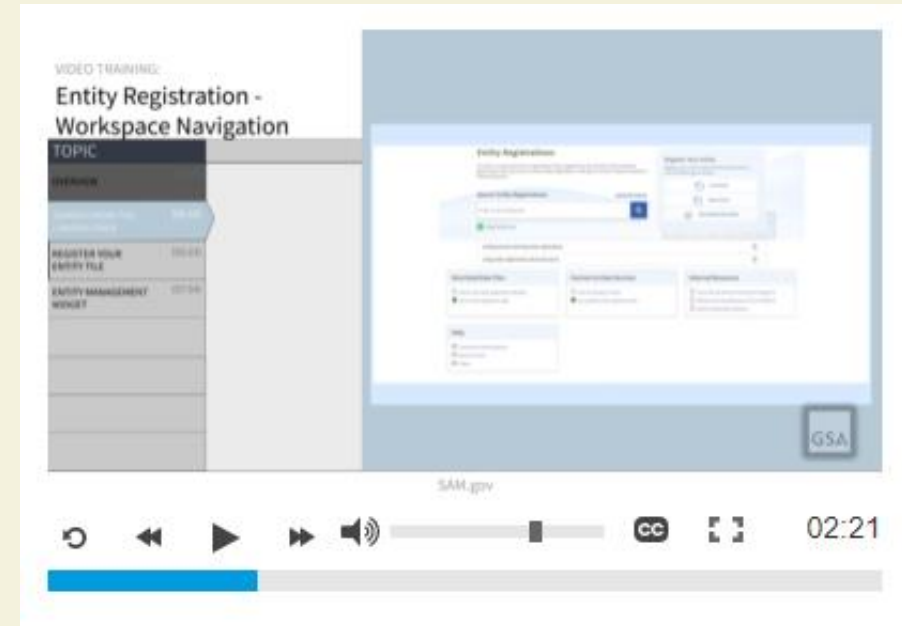
**Enter Entity Information**  
All the following information will be used to validate your entity, unless marked as optional.

**DUNS** Unique Entity ID

**Legal Business Name**  
If you are acting on behalf of a limited partnership, LLC, or corporation, your legal business name is the name you registered with your state filing office.

**Physical Address**  
Your physical address is the street address of the primary office or other building where your entity is located. A post office box may not be used as your physical address.

## SAM's Tutorial Video



[SAM.gov/content/entity-registration](https://SAM.gov/content/entity-registration)

[michigan.gov/arts](https://michigan.gov/arts)

# General Application Information

- Narrative (2 pages for MG and 4 Pages for Direct Grants)
  - Artistic/Cultural Merit, Community Impact, Implementation and Management
- Info about key staff/culture workers/artists
- Supplemental Materials
  - Examples of marketing materials
  - Portion of Annual Report
  - Pictures
  - Links to websites, articles, videos
- Additional Considerations
  - Panelists will read your Organization Profile and may visit your website/Guidestar/social media



# Review Process

- Assemble panels of five individuals to read 15-20 Applications
- Panelists comment and score based on adherence to criteria laid out in the guidelines. Applications scored on a scale of 0-100
- Panel meet to finalize scores. Conducted virtually and open to the public
- Final Scores submitted.



# Grant Award and Post Award Process

## Grant Award Process

- Applicants who score an 80 or above recommended for funding
- Governor Appointed Council approves a funding plan
- Grant Awards announced at our September Council Meeting

## Post Award Announcement Process

- Sign Grant Agreement.
- Upload Letters of Acknowledgement
- First Payment issued
- Complete the terms of your Grant Agreement
- Submit **Final Report** within 30 days
- Final Report approved by MACC and second payment issued



# Grant Writing Tips

- Time to write?
- Who will write?
- Staff to manage grant?
- Can we wait?
- Start Early/NOW!
- Read the Guidelines
- The 3 C's
- Write with the reviewer in mind
- Update your online presence

- Proofread
- Make sure all links work
- Plan to submit as early as possible in case of submission errors

The screenshot displays a website interface with two main sections. The top section is titled "Annual Reports" in orange text. It contains four columns, each with a year and a "click to view PDF" link: "2015 Annual Report", "2014 Annual Report", "2018 Annual Report", and "2019 Annual Report". The bottom section is titled "990 Forms" in blue text. It contains five columns: "2016 990 Form" (with a "click to view PDF" link), "2017 990 Form" (with a "Click to view PDF" link), "2018 990 Form" (with a "Click to view PDF" link), "Link to Our Guidestar Organization Page", and "Data Art Reports" (with a "Data Arts #1 copy" link).

# Financial Tips

- **Are the revenues and expenses categorized correctly?**
  - refer to program guidelines for appropriate budget items
- **Does the project budget reflect your required match amount?**
  - check program guidelines for match requirements
- **Does the total of the MACC Share column match the grant request amount?**
  - MACC Share column is a subset of the Cash column, NOT in addition to.
- **Does the budget balance?**
  - total Revenue should equal total Expenses
- **Do the financials reflect the appropriate grant period?**
  - October 1, 2022 – September 30, 2023

**Questions???** Please contact Adam Wheater or Ashley Minarik





# Questions?

## Don't hesitate to email us.

### Director

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### Finance, Compliance, & SmartSimple

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### Finance & Compliance

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### Operational Support

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### Capital Improvement, ADA 504 Coordinator

Jeff Garrett, [garrettj7@michigan.org](mailto:garrettj7@michigan.org)

### Project Support, New Leaders, Arts in Education

Chad Swan-Badgero, [badgeroc@michigan.org](mailto:badgeroc@michigan.org)

### Regional Regranting / Minigrants

Jackie Lillis-Warwick, [lillis-warwickj@michigan.org](mailto:lillis-warwickj@michigan.org)

