

**Cultural Assistance Program (CAP) Grants** are made possible with public funds from Essex County Board of Supervisors.

Eligibility:

- ◆ Any recognized arts, historical, preservation, library association, museum or other non-profit organization providing a cultural enrichment program for Essex County residents may apply.
- ◆ Projects must be completed by December 31st, 2012.
- ◆ The organization must demonstrate managerial and fiscal competence.
- ◆ The organization must be a member of the Arts Council to receive a CAP grant. If you have not sent your 2012 ACNA membership you must do so when you submit your grant.
  
- ◆ Organizations memberships are based on .1% of your annual operating budget. If your Annual Budget is \$45,000, dues would be \$45.00. Organization\_Membership is not less than \$35.00 or more than \$145.00.
  
- ◆ If you did not sign up for a web link on [www.artsnorth.org](http://www.artsnorth.org) in 2010 or 2011 and would like one ; there is a one time cost of \$15.00

CAP Grants will support (but are not limited to) the following:

Programming expenses, artist fees, honorariums for performers and artists, one time use materials needed to support programs or workshops, partial fees for program administration, advertising, rental of space for the event, rental of equipment, lighting, costumes, professional fees and services, etc.

CAP Grants will NOT support:

Capital Improvements. This includes equipment purchases (computer, theatrical or Gallery lighting, sound system, exhibit display systems), physical improvements, building repairs and signage, expenses for receptions or fundraising events.

Funding available:

**\$6,500.00 is available through CAP. To help increase 2013 funding PLEASE talk to your town supervisor thank them for supporting the CAP Program in 2012 consider increasing the Arts Council allocation for 2013. Remind them, CAP funds in their communities help stimulate local tourism and economic development.**

The following criteria will be used in evaluating project requests:

- ◆ Artistic merit and quality of the proposed project;
- ◆ Community Financial Support or Admission charge;
- ◆ Community benefit generated by the project;
- ◆ Demonstrated need for funding;
- ◆ Evidence of sound fiscal management;
- ◆ Responsibility and cooperation with past grant regulations.
- ◆ Geographic need for cultural programs.
- ◆ Organizations that did not receive a 2012 DCA Grant

Some Reminders:

- ◆ Applications must be typed.
- ◆ Your organization must be a member of the ACNA to receive a CAP grant. If you have not yet sent in your 2012 membership you must do so when you submit your grant.
- ◆ Application Deadline is Friday, March 23, 2012 **or Postmarked March 23, 2012.**
- ◆ Please do not fax or email your application.

For Information; call 962-8778, email; [director@artsnort.org](mailto:director@artsnort.org) or download application at [www.artsnort.org](http://www.artsnort.org)