

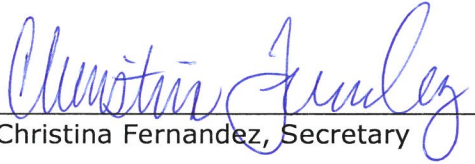
**NOTICE OF REGULAR MEETING OF THE ARTS COMMISSION
OF THE CITY OF ST. GEORGE,
WASHINGTON COUNTY, UTAH**

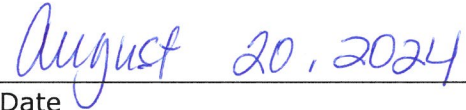
Public Notice

Public notice is hereby given that the Arts Commission of the City of St. George, Washington County, Utah, will hold a regular meeting in the conference room at the Electric Theater Center located at 68 East Tabernacle, St. George, Utah, on Thursday, August 22, 2024 commencing at 7:30 a.m.

The agenda for the meeting is as follows:

- 1. Consider approval of the minutes from the meetings held on June 27, 2024 and August 25, 2024.**
- 2. Discussion and consideration of a General Fund Grant application.**
- 3. Discussion regarding subcommittees for grant application review, grant review, and events planning.**
- 4. Discussion regarding the 2024 Arts Summit.**
- 5. Report and updates for the Executive Committee and Commission Members.**


Christina Fernandez, Secretary


Date

REASONABLE ACCOMMODATION: The City of St. George will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Please contact the Human Resources office at 627-4674, at least 24 hours in advance if you have special needs.

**ST. GEORGE ARTS COMMISSION MINUTES
REGULAR MEETING
JUNE 27, 2024 8:00 A.M.
ELECTRIC THEATER CONFERENCE ROOM**

PRESENT:

Commission Member Karin Edwards – left at 9:10 a.m.
Commission Member Jane Anderson
Commission Member Tara Griffith
Commission Member Adam Mast
Commission Member Glenn Webb
Commission Member Robert Schmidt
Commission Member Ginger Nelson – arrived at 8:15 a.m.; left at 9:10 a.m.
Commission Member Sherlynn Davis – arrived at 8:15 a.m.

EXCUSED:

Commission President Wendy Wilson-Spooner
Commission Member Karman Wilson
Commission Member Dannielle Larkin
Commission Member Steve Brough
Commission Member Barry Scharf

CITY STAFF PRESENT:

Assistant City Daniel Baldwin
Secretary Christina Fernandez
Parks and Community Services Director Shane Moore
Community Arts Manager Peyton Smith

CALL TO ORDER:

Link to Past President Anderson calling the meeting to order and welcoming all in attendance: [00:00:00](#)

DISCUSSION AND CONSIDERATION OF POTENTIAL SUBCOMMITTEES FOR GRANT APPLICATION REVIEW, GRANT REVIEW, AND EVENTS PLANNING:

Link to discussion between the Commission and City staff: [00:00:53](#)

APPROVAL OF MINUTES:

Consider approval of the minutes from the meeting held on May 23, 2024 and June 5, 2024.

[Agenda Packet \[Page 2\]](#)

Link to motion: [00:19:12](#)

MOTION:

A motion was made by Commission Member Davis to approve the minutes.

SECOND:

The motion was seconded by Commission Member Edwards.

VOTE:

Commission Past President Anderson called for a vote, as follows:

5 Commission Member Edwards – aye
6 Commission Member Anderson – aye
7 Commission Member Griffith – aye
8 Commission Member Mast – aye
9 Commission Member Webb – aye
10 Commission Member Schmidt – aye
11 Commission Member Nelson – aye
12 Commission Member Davis – aye
13

14 The vote was unanimous and the motion carried.
15

16 **DISCUSSION REGARDING THE 2024 ARTS SUMMIT:**

17 Link to discussion between the Commission and City staff: [00:19:38](#)
18

19 **DISCUSSION REGARDING THE STATUS OF RAP TAX ON THE 2024 BALLOT:**

20 Link to discussion between the Commission and City staff: [00:48:40](#)
21

22 **REPORT AND UPDATES FOR THE EXECUTIVE COMMITTEE AND COMMISSION**
23 **MEMBERS:**

24 No reports were provided.
25

26 **ADJOURN:**

27 Link to motion: [01:08:52](#)
28

29 **MOTION:**

30 A motion was made by Commission Member Webb to adjourn.

31 **SECOND:**

32 The motion was seconded by Commission Member Davis.

33 **VOTE:**

34 Commission Past President Anderson called for a vote, as follows:
35

36 Commission Member Anderson – aye
37 Commission Member Griffith – aye
38 Commission Member Mast – aye
39 Commission Member Webb – aye
40 Commission Member Schmidt – aye
41 Commission Member Davis – aye
42

43 The vote was unanimous and the motion carried.
44
45
46
47
48

49 _____
Christina Fernandez, Secretary

**ST. GEORGE ARTS COMMISSION MINUTES
REGULAR MEETING
JULY 25, 2024 8:00 A.M.
ELECTRIC THEATER CONFERENCE ROOM**

PRESENT:

**Commission President Wendy Wilson-Spooner
Commission Member Karin Edwards
Commission Member Jane Anderson
Commission Member Dannielle Larkin
Commission Member Steve Brough – left at 9:00 a.m.
Commission Member Barry Scharf
Commission Member Adam Mast
Commission Member Glenn Webb
Commission Member Robert Schmidt
Commission Member Ginger Nelson – left at 8:55 a.m.**

EXCUSED:

**Commission Member Karman Wilson
Commission Member Tara Griffith
Commission Member Sherlynn Davis**

CITY STAFF PRESENT:

**Assistant City Daniel Baldwin – arrived at approximately 8:30 a.m.
Secretary Christina Fernandez
Deputy Director of Arts Michelle Graves
Community Arts Manager Peyton Smith
Community Arts Administrative Assistant Bree Holmberg**

CALL TO ORDER:

Link to President Wilson-Spooner calling the meeting to order and welcoming all in attendance: [00:00:00](#)

Link to Glenn Webb making a motion to move item 3 to first on the agenda: [00:01:33](#)

MOTION:

A motion was made by Commission Member Webb to move item number 3 on the agenda to item 2.

SECOND:

The motion was seconded by Commission Member Anderson.

VOTE:

Commission President Wilson-Spooner called for a vote, as follows:

**Commission Member Edwards - aye
Commission Member Anderson – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Scharf – aye
Commission Member Mast – aye
Commission Member Webb – aye**

5 Commission Member Schmidt – aye
6 Commission Member Nelson - aye
7

8 The vote was unanimous and the motion carried.
9

10 **PRESENTATION FROM GLENN WEBB REGARDING GENERAL FUND GRANT USE:**

11 Link to presentation from Glenn Webb and Josh Jurantis regarding their St. George
12 Music Walk program, including discussion between the Commission and Mr. Webb
13 and Mr. Jurantis: [00:02:17](#)
14

15 **DISCUSSION AND CONSIDERATION OF A GENERAL FUND GRANT APPLICATION:**

16 Link to discussion between the Commission and City staff regarding an application
17 submitted for a General Fund Grant application: [00:11:52](#)
18

19 [Agenda Packet \[Page 2\]](#)
20

21 Link to motion and discussion: [00:17:47](#)
22

23 **MOTION:**

24 A motion was made by Commission Member Webb to have a formal notice sent
25 by Bree Holmberg and Commission Member Webb follow up.

26 **SECOND:**

27 The motion was seconded by Commission Member Scharf.
28

29 **VOTE:**

30 Commission President Wilson-Spooner called for a vote, as follows:

31 Commission Member Edwards - aye
32 Commission Member Anderson – aye
33 Commission Member Larkin – aye
34 Commission Member Brough – aye
35 Commission Member Scharf – aye
36 Commission Member Mast – aye
37 Commission Member Webb – aye
38 Commission Member Schmidt – aye
39 Commission Member Nelson - aye
40

41 The vote was unanimous and the motion carried.
42

43 **DISCUSSION AND CONSIDERATION OF SUBCOMMITTEES FOR GRANT**
44 **APPLICATION REVIEW, GRANT REVIEW, AND EVENTS PLANNING:**

45 Link to discussion between the Commission and City staff regarding subcommittees:
46 [00:18:49](#)
47

48 Link to motion: [00:52:15](#)
49

50 **MOTION:**

51 A motion was made by Commission Member Nelson to approve the four
52 committees as outlined and amended.
53

5 **SECOND:**

6 The motion was seconded by Commission Member Webb.

7 **VOTE:**

8 Commission President Wilson-Spooner called for a vote, as follows:
9

10 Commission Member Edwards - aye
11 Commission Member Anderson - aye
12 Commission Member Larkin - aye
13 Commission Member Brough - aye
14 Commission Member Scharf - aye
15 Commission Member Mast - aye
16 Commission Member Webb - aye
17 Commission Member Schmidt - aye
18 Commission Member Nelson - aye
19

20 The vote was unanimous and the motion carried.
21

22 **DISCUSSION REGARDING THE 2024 ARTS SUMMIT:**

23 Link to update and discussion between the Commission and City staff regarding the
24 2024 Arts Summit: [00:52:53](#)
25

26 **UPDATE REGARDING RAP TAX DISBURSEMENT:**

27 Link to discussion between the Commission and City staff regarding the Rap Tax
28 Disbursement: [00:57:08](#)
29

30 **DISCUSSION REGARDING A POTENTIAL CHANGE TO MEETING TIME AND**
31 **LOCATION:**

32 Link to discussion between the Commission and City staff regarding a potential
33 change to meeting time and location: [01:01:00](#)
34

35 **REPORT AND UPDATES FOR THE EXECUTIVE COMMITTEE AND COMMISSION**
36 **MEMBERS:**

37 Link to further discussion between the Commission and City staff regarding the
38 application received for a General Fund Arts Grant: [01:06:58](#)
39

40 Link to reports from Commission Members: [01:11:40](#)
41

42 **ADJOURN:**

43 Link to motion: [01:22:25](#)
44

45 **MOTION:**

46 A motion was made by Commission Member Scharf to adjourn.

47 **SECOND:**

48 The motion was seconded by Commission Member Mast.

49 **VOTE:**

50 Commission President Wilson-Spooner called for a vote, as follows:
51

52 Commission Member Edwards - aye
53 Commission Member Anderson - aye

1 St. George Arts Commission Minutes
2 July 25, 2024
3 Page Four
4

5 Commission Member Larkin – aye
6 Commission Member Scharf – aye
7 Commission Member Mast – aye
8 Commission Member Webb – aye
9 Commission Member Schmidt – aye
10

11 The vote was unanimous and the motion carried.
12
13
14
15
16

17 _____
Christina Fernandez, Secretary



STG GENERAL FUND ART GRANT

The St. George Arts Commission was established by the City Council in 1990 to act as an advisory body for the cultural development of the City and to make recommendations for the disbursement of City funds in support of the arts. Funding is appropriated yearly by the Mayor and City Council and disbursed following recommendation by the Arts Commission.

ROLLING APPLICATION

STG GENERAL FUND ART GRANT Applications are accepted and reviewed on a rolling basis. Once an application has been submitted, review and vote on award takes place at the next monthly meeting of the Arts Commission, so long as the application is received 1 week in advance of the meeting. Awards may be distributed until the end of the fiscal year or until the yearly allotted amount has been completely disbursed.

CATEGORIES FOR SUPPORT

General Fund Grants may be awarded to:

- 1) General Support for art related programs and organizations that do not qualify for City RAP tax grant support.
- 2) Individual artist grants for St. George based presentations, exhibits or performances.
- 3) Collaborative project grants by St. George based arts groups for new (first time) art focused projects, presentations, exhibits or performances.
- 4) Local Folk Arts Preservation projects or apprenticeships. Please see guidelines for further criteria on each of these categories.

AWARD NOTES

Support from the City budget should not be considered the primary source of funding for any arts organization. The Arts Commission encourages applicants to have other primary funding sources. This grant program is competitive. An award for the current year does not guarantee an award for the following year(s).

GUIDELINES

Before and while you are filling out your application, please refer to the guidelines found at sgcity.org/arts/artscommission

MATCHING FUNDS

St. George Arts Commission funds for all categories of support must be equally matched as noted in each category by the applicant, unless specifically waived.

In-kind contributions are allowable as a portion of the required match. They will be considered by the Commission when reviewing applications as evidence of commitment to the applicant and project by others.

ACKNOWLEDGEMENTS

After receipt of a grant from the St. George Arts Commission, the grantee shall give credit to the St. George Arts Commission and the City of St. George in promotion, publicity, advertising, and programs. Copies of these materials should accompany the Evaluation Report Form.

ON-SITE REVIEW

All grantees will be required to submit to the St. George Arts Commission the dates, times, and locations of their project or events. Every effort will be made by the St. George Arts Commission members to review the project. Grantees are required to admit reviewers from the St. George Arts Commission to their project/events free of charge. All applicants, especially first-time applicants, are invited and strongly encouraged to personally contact the Commission members.

EVALUATION REPORT FORM

All grant recipients will be required to submit an Evaluation Report Form to the St. George Arts Commission within thirty (30) days of project/season completion and no later than June 30, 2022. Please read through this form before initiating your project. An Evaluation Report Form will be available on line at <https://www.sgcity.org/arts/artscommission>

INSURANCE

The St. George Arts Commission may require insurance protection when deemed necessary. It should be noted that such insurance may exclude those associated with the grantee organization, but must include audience members and/or attendees at the event for which the grant is given. Grantees under certain circumstances may be required to name the St. George Arts Commission and the City of St. George as an additional insured.

QUESTIONS

For further information about the Grants Program, or if you have questions regarding preparation of your application, please call or write the Community Arts Manager. p: 425-627-4580 e: artadmin@sgcity.org Only completed forms will be reviewed. Applications submitted that are determined to be incomplete at the time of application may be ruled ineligible for funding.

CRITERIA

Eligible applications will be reviewed according to the following criteria:

- 1) Evidence of community impact through community support, public profile, breadth and quality of programs and services.
- 2) Evidence of sound organizational planning and fiscal management.
- 3) Existence of plan to provide access to under-served and special populations (e.g., disabled, minority, senior, youth, lower income, rehabilitative, etc.).
- 4) Evidence of intent to provide public service to citizens of St. George (not restricted to members only; open to the public).
- 5) Demonstrated need for City support.
- 6) Ability and intent to attain highest artistic quality
- 7) Evidence of ability to administer and implement the project, including an appropriate budget for the proposed activities.
- 8) Constituency served by the applicant and number of people served, including both participants and spectators.
- 9) Completeness and clarity of applications.
- 10) Tendency to foster and support professional artists

FUNDING LIMITATIONS

The St. George Arts Commission cannot fund:

- 1) Projects completed prior to application;
- 2) Replacement funds normally budgeted for a project;
- 3) Travel outside of St. George City for exhibits or performances;
- 4) Deficits; and
- 5) No re-granting for the same project/production during fiscal year

APPLICATION CATEGORY (choose one):

General Support for non RAP grant receiving entities

Contact Name

Celeste Renta

Contact Title	Treasure
Street Address	68 E Tabernacle
City	St. George
State	UT
Zip Code	84770
Phone Number	
E-mail Address	
Arts Discipline(s)	Visual Arts
How much funding are you requesting?	2960.29

ORGANIZATION INFORMATION:

Organization Name Arrowhead Gallery

Mission Statement

To facilitate the development of artists in Southern Utah as we foster, encourage, and promote the visual arts for the purpose of enriching and improving the lives of residents and visitors.

Is your organization a 501(c)3 or non-profit? 501(c)(3)

Number of full-time employees 0

Number of part-time employees 1

Number of volunteers 38

Number of Seasonal and/or contract workers 1

Total annual attendance for events 600

General Support Grant Questions

Background of Your Organization: Relevant details may include, but are not limited to, your organization’s size and demographics served. Include information about any efforts to deepen or increase the participation and inclusion of underrepresented individuals within your organization and in the broader arts field. Be as specific as possible when describing the communities you plan to engage, and clearly explain how you plan to reach these communities. Please give a rough estimate of how many people your organization serves annually.

The Southern Utah Art Guild (Art Guild) is the umbrella organization and was founded in 2014 to promote the visual arts and arts education in southern Utah. We have approximately 250-260 active members working in a variety of mediums, such as oil, acrylic, watercolor, pastel, graphite, colored pencil, mixed media, photography, sculpture, woodcarving, etc.

Arrowhead Gallery is a DBA of the Southern Utah Art Guild. The Southern Utah Art Guild receives the RAP Tax funding. The Rap Tax is deposited into the Art Guild bank account. Arrowhead Gallery does not benefit from the grant fund.

The Arrowhead Gallery is a juried co-op gallery for those members who qualify to exhibit their work. Arrowhead Gallery has a wall space and a 3D tower dedicated to Utah Tech students. Arrowhead Gallery also sponsors student interns to work and learn to work in the Arrowhead office and work in the gallery with the public.

How does your organization promote its mission?

Arrowhead Gallery is promoted through the Southern Utah Art Guild newsletter and by word of mouth. Occasionally, ads will be placed, free and paid, in “The Independent” magazine.

Funds received from this grant will bring awareness that Arrowhead Gallery exists.

Describe how your organization advances or preserves and promotes the mission of the St. George Arts Commission. Mission: To foster, encourage, and promote the arts in the City of St. George for the purpose of enriching and improving the lives of its residents and visitors. This will be accomplished through the creation, advocacy, and facilitation of arts programming.

The mission of the Art Guild and Arrowhead Gallery closely aligns with the mission of the St. George Art Commission. We foster, encourage, and promote the arts in the City of St. George by encouraging visual artists in all mediums to increase their skills through education, gallery shows and representation.

Arrowhead Gallery’s shows and art displays increase the visibility of local artists to the community and the image of the City of St. George and being artist friendly and supportive of the arts. Arrowhead Gallery encourages local artists and students to consistently produce high quality artwork validated by the juried awards and sales to the public. There is no fee to visit the gallery.

What other sources of funding does your organization actively seek?

Artist rental space fees and art sales commissions are the only source of funding.

Please use this space to tell us anything else you would like to say about your organization

We appreciate the support, assistance and suggestions of Peyton with the City of St. George in helping us achieve our mutual objectives. Red Cliff Gallery is the first step into being an artist whereas Arrowhead Gallery is the second step with artists juried into the gallery for permanent shows. This builds name recognition and promotes the artists’ business experience.

Partner Organization

Project Description

BUDGETS

Please upload your organizational budget of your most recently completed fiscal year if you are applying for General Support or a Project Budget if you are applying for project-based funding. If you would like a budget template, please download from sgcity.org/arts/artscommission.

 SG RAP tax generalsupportb... .pdf

LEGAL ASSURANCES

In the event a grant is awarded as a result of this application, the following terms and conditions shall be complied with as signified by the applicants’ signatures. This application shall become part of the legally

binding agreement between the applicant and the City of St. George.

1. The grant cannot be assigned to a different project or transferred without prior written approval of the St. George Arts Commission.
2. The grantee shall submit to the St. George Arts Commission the dates, times and locations of projects for possible on-site review by the St. George Arts Commission. The grantee is requested to provide free admission to projects/events for reviewers.
3. The grantee agrees to keep careful attendance and participation records of the project herein.
4. The financial accounts shall be subject to audit by appropriate agencies of the City of St. George. The grantee will be responsible for the safekeeping and identification of records maintained to account for funds awarded herein. Said records must be kept in the grantee's files for a period of three years after completion of the project and submission of the final expenditure report.
5. Credit must be given the City of St. George and the St. George Arts Commission in brochures, news releases, programs, publications, and other printed materials with the following credit line: "This project is supported by the St. George Arts Commission, with funding from the City of St. George. Grantees must use City of St. George and St. George Arts Commission logos (found at sgcity.org/arts/artscommission) in printed materials and publicity. When no printed information is used, verbal credit shall be given prior to each performance or presentation.
6. Project description includes complimentary ticket distribution for special audiences, a free performance or a written report of the results of the Folk Art Project plan - please indicate below how it will be handled.
 - a. The grantee will provide tickets to the St. George Arts Commission for distribution to special audiences or general public. Tickets must be at the Community Arts office 30 days prior to the event. These tickets will be a cross section of seats available.
 - b. Tickets will be provided to the public, and/or special audience by the grantee organization. Documentation will be required on the evaluation form indicating event date, number of tickets and to whom distributed for verification purposes.
 - c. A free performance for the general public will be scheduled and announced. The St. George Arts Commission will be notified of this 30 days in advance. Press releases or other suitable documentation of the free performance will accompany the evaluation form.
 - d. A written report or presentation that fully describes the Folk Art Project Grant results and the benefits to the ethnic group represented.
7. The grantee agrees to indemnify and hold harmless the City of St. George, the St. George Arts Commission, Mayor, City Council, agents, staff and employees from any and all claims or actual injury, damage or loss to a person, or real or personal property that results from or is in any way connected to the use of City of St. George Monies.
8. The filing of the application has been authorized by the governing body of the applicant, and the undersigned representatives have been authorized to file this application for and on behalf of said application, and otherwise to act as the authorized representatives in connection with this application.
9. The grant award is contingent upon the availability of funds as authorized by the St. George City Council.
10. The grantee will submit a report form at the conclusion of the project or fiscal year.

**Complimentary Ticket Plan Selection
(#6)**

there are no tickets to my proposed program/project

By signing, you are acknowledging that you have read and understand the guidelines for this grant found at sgcity.org/arts/artscommission. You also agree to acknowledge and perform all legal assurance listed above.

Signature

Celeste Renta

Date:

8/19/24

Organization: *Southern Utah Art Guild, Inc*

Month/day your fiscal year ends:

This budget form was re-worked from Utah Arts& Museums design. If you are applying for grants through mul
 If your organization has not been in existence for three or more years, work backwards from column F as far a
 existence for three or more years, work backwards from column E as far as you can. All applicants: you may n

REVENUE	
Need help with this budget? The next tab in this document is a "cheat sheet."	Most recent completed fiscal year 2022
Earned Income	
Program Service Revenue (admission, tuition, etc.)	\$ 25,605
Concessions/Merchandise	\$ 50,004
Other	
Public Support - do not duplicate the same amount on more than one line	
Arts Commission Grant Requested Amount	
Arts Commission Rewarded Amount	
Federal COVID assistance (direct from a federal agency)	
Paycheck Protection Program (PPP) - amount forgiven	
COVID assistance through State, City, or County	
add lines and specificity as needed	

State	\$	3,000
City	\$	3,000
County	\$	9,000
Other (please explain) - RAP Grant		
Private Support - do not duplicate the same amount on more than one line		
Business/Corporate		
Foundation		
Individual	\$	5,283
Fundraising Events		
Applicant Cash		
Other (please itemize) Miners Foundation		
TOTAL OPERATING REVENUE	\$	95,892
EXPENSES		
	Most recent completed fiscal year - 2022	
Personnel Expenses (Salaries)		
Administrative Salaries	\$	29,566
Artistic/Technical Salaries		
Artists/Technical Contracts (as paid on 1099)		

Other Expenses	
Program expenses (production, exhibition, materials)	\$ 4,856
Royalties/licensing fees	
Concessions/merchandise (cost of goods sold)	\$ 44,384
Advertising and promotion	\$ 7,121
Facility rental/mortgage	\$ 3,895
Facility operations and maintenance	\$ 1,304
Office expenses and supplies	\$ 2,353
Travel and lodging (include per diem)	
Accounting & legal fees	\$ 5,036
Fundraising expenses	
Insurance (non-employment related)	\$ 1,484
Grants & other amounts paid (re-granting)	
PPE (Personal Protective Equipment)	
Other (please itemize)	
TOTAL OPERATING EXPENSES	\$ 99,999
IN-KIND	
In-kind should not be included in the revenue or expense sections, we have broken it out separately	
In-kind services (explain justification if needed)	\$ 87,300
In-kind goods	
TOTAL IN-KIND	\$ 87,300

Budget Notes (Required)

Failure to complete this section will negatively impact your score.

Add your budget narrative/notes here.

The \$21,000 drop in Merchandise sales from 2023 to 2024 is due to a patron purchasing a large amount of artwork in 2023.

Some of the significant differences in expenses from 2022 to 2023 to project 2024 are because the 2022 were taken from the 2021 budget so do not appear on the line item line for 2022.

In-kind services are estimated at 5,820 hours at \$15 an hour volunteered by board and members for activities and to staff.

Frequently Asked Questions

What should I put in the Budget Notes? If there is anything that you think we will question, please explain it by real people, and so this is your chance to communicate more information to the reviewer. Do you think something would like to explain? Do so here. And remember to pay attention to the yellow boxes and the red text on this page.

I am new to budgets, do you have anything that can help me with this?

Yes! Please review our "budget cheat sheet" which will provide tips on how to complete this budget sheet. If you have any questions, please do not hesitate to call or email us. We are always happy to help!

What is in-kind and how do we account for it?

In-kind contributions include any non-cash support your organization receives. Panelists want to know what should be included in *in-kind services* and should be accounted for at a rate that is consistent with your accounting nonprofit rate. Volunteers providing professional services (such as lawyers and accountants performing legal services) should be accounted for at the professional's going rate. Explain how you are accounting for in-kind services rates in the Budget Justification. Utilities should be included in *in-kind goods* estimating the value your organization would otherwise need to pay for.

What if our fiscal year is different from City of St. George's fiscal year? That is acceptable. You need to plan to submit your budget to the City's Finance Commission within the City's fiscal year, which runs July 1- June 30. Typically, the third column should contain information for your projected year in which the grant will occur. The second column should contain information from this year. The first column should show your most recent completed fiscal year.

Why do we need to provide several years of budget?

This gives panel members a more clear picture of your organization. **If there has been a major change (10%+ change) in the budget notes.**

What if we do not have a previous funding record?

If you are a new organization that does not have a previous budget, complete only the column for the project year.

What is applicant cash?

Applicant cash refers to the money that comes from the organization's general operating budget or reserves.

What if our income and expenses do not match?

Projected budgets should balance, while actuals probably won't. Projected budgets balance because you are projecting where that funding will come from.

More questions?

Please email the Community Arts team, artadmin@sgcity.org

Multiple organizations, you will be able to copy and paste into most
as you can. All applicants: you may make line-specific notes in
make line-specific notes in column G if necessary.

[illegible]

	\$ 3,000
\$ 7,000	\$ 8,000
	\$ 6,000
\$ 2,000	\$ 2,000
\$ 585	\$ 500
\$ 106,185	\$ 97,051
Current Fiscal Year	Projected budget for your next fiscal year
\$ 24,267	\$ 24,400
\$ 45,376	\$ 27,300

\$	2,938	\$	4,809
\$	12,512	\$	15,448
\$	9,240	\$	8,969
\$	3,460	\$	3,885
\$	2,166	\$	2,200
\$	2,809	\$	3,794
\$	4,529	\$	4,000
\$	2,166	\$	2,246
\$	109,463	\$	97,051
tely here. Please include volunteer hours as in-kind.			
\$	87,300	\$	87,300
\$	87,300	\$	87,300

[illegible]

y affect your score

tes here

023. We consider this an anomaly and do not anticipate a reoccurrence.

Form 990 - for example, the 1099 Artist fees were folded into the COGS in Form 990

if galleries.

here. Remember that each of these budget sheets are read
something might be questioned? Is there something you
s sheet.

you have any questions after viewing the cheat sheet,

kind of non-monetary support you receive. Volunteer time
nting. This could be minimum wage or a nationally accepted
and accounting services) can be counted at the
Narrative. Materials and supplies such as waived rent and
ay. **Include an explanation of your in-kind in the narrative**

to spend any grant money that you receive from the Arts in your grant request in the colored box. The third column is s current fiscal year (which may still be in progress). The

20% change) from one year to the next, please explain in

ed year and explain it in the budget narrative.

providing a picture of what you think you will spend and

