



CULTURE AND TOURISM PARTNERSHIP GRANTS - FY 2009

Culture and Tourism Partnership Grants support programs and activities that engage cross-discipline partnerships that invite participation in CT's abundant culture and tourism assets. The purpose of the program is to engage partners outside of the applicant's discipline or traditional program area to expand the scope of current programming, and generate fresh ideas, that attract new or greater participation. Grants may support the expansion of a current program or the creation of a new one in order to attract new audiences, participants, and/or visitors.

The Commission will award grants of up to \$3,000. Grant awards must be matched on a dollar-to-dollar cash basis in non-governmental funds. Matching funds must be confirmed at the time of application submission.

Grants will be awarded by May 2008 for activities that take place between July 1, 2008 and June 30, 2009.

APPLICATION DEADLINE

POSTMARKED OR HAND DELIVERED BY 5 P.M.
February 14, 2008

EXAMPLES OF POSSIBLE PROJECTS

All partners must be engaged in the project - sharing the work, sharing the gain. The following are examples of initiatives, projects, or events that would qualify for funding. This is intended as a guide to assist in the development of project applications. Innovation is encouraged. If you have received a CTPG before, strive to develop a project that surpasses what has been accomplished previously.

- A community theater partners with local inns and restaurants to promote a production by offering audience members discounts on meals or overnight accommodations.
- A non-profit organization partners with a Connecticut production company or public access television station to create and air a short video promoting the town's museums, historic buildings, public art works, or heritage parks.
- A non-profit film organization partners with a local arts agency to produce a short film on town arts events.
- Two eligible non-profits partner to produce an exhibit, website virtual tour, brochure or poster that highlights the history or significance of a specific community resource.
- A historical society and an art museum collaborate on a lecture series, exhibit opening, artistic performance or special event and work with local venues to promote the event.
- Several cultural sites or tourist attractions partner to produce a passport that is "stamped" when patrons visit during a specific time period. Patrons presenting completed passports receive discounts at local restaurants or other venues.
- A non-profit arts or history organization partners with a Connecticut interactive website designer to create and/or upload a podcast on the organization's website.

See website (www.cultureandtourism.org) for examples of previously funded projects.

WHO MAY APPLY

Eligible applicants may partner with for-profit or non-profit organizations. Partnering entities must include at least two of the following disciplines: arts, film, history, and tourism. For example, if the lead is a history organization, the partner must be from the arts, tourism, or film.

Organizations applying for other Commission grant programs may apply.

Eligible Lead Applicants:

Must be 501(c)(3) non-profits incorporated in Connecticut for at least 2 years, and whose primary place of business is in Connecticut. These include:

- Arts organizations, local arts agencies
- Theater, dance, music, literary, design, visual arts, performance organizations
- History museums and sites, historical societies
- Historic preservation organizations, park conservancies
- Heritage organizations
- Film Organizations

Partnering Entities (may *not* be lead applicants) include:

- Any entity that qualifies as a lead applicant, but represents a different discipline from that of the lead applicant
- Municipalities (arts/cultural commissions, historic district commissions, tourism district commissions)
- Chambers of commerce, business associations, travel associations
- Production companies, media studios, public access television, local cable stations
- Libraries, bookstores
- Attractions, lodgings, restaurants, tourism-related entities
- Arts, cultural, history, or humanities programs affiliated with colleges or universities

Ineligible Applicants include:

- Individuals
- State agencies or “friends” groups of state agencies
- Churches or faith-based organizations
- Entities whose primary place of business is not in Connecticut
- Service organizations or clubs
- Non-profit organizations that discriminate in their membership
- Schools
- Vendors outside of the disciplines of art, history, film, and tourism

ELIGIBLE COSTS OR EXPENSES

Eligible

May include:

- Administrative expenses such as administrative staff time and supplies (not to exceed 20% of grant request)
- Program/event expenses such as film production costs, website design or artist fees (CCT maintains a directory of Teaching and Performing artists at www.cultureandtourism.org)
- Marketing expenses such as photography, printing, or graphic design.

Please carefully review the ineligible activities and costs listed below.

Ineligible

Include fund-raising costs; scholarships; lobbying; food, catering, flowers and other hospitality expenses; capital expenses, building restoration or rehabilitation; equipment; mileage or travel; uniforms; and production of resale items or production of items to be sold for fund-raising purposes.

REVIEW PROCESS

CTPG will be reviewed by an inter-divisional staff team. There will be no panel meetings, site visits, or telephone interviews.

Special consideration will be given to:

- Innovative projects
- Applications that propose sustainable partnerships beyond the activities described
- Applications that demonstrate how the program is new or expanded

Grants will not be awarded to an organization with overdue final reports for any CCT grant program.

CTPG will be reviewed based on the following criteria:

1. Creativity of the Project

- Creativity of the program or project design, structure, and activities.
- Innovative approach to combining arts, history, tourism, or film.

2. Project Impact

- Evidence that the proposed project or program will do one or more of the following:
 - Encourage new partnerships
 - Expand the scope of current programming or jump-start creative new programming
 - Broaden, deepen and diversify audiences/participants/visitors/customers
 - Leverage the talents, expertise, and resources of the partners
 - Generate economic return

3. Partnership

- Evidence of quality and depth of partnership
- Evidence that the partnership will last beyond the activity proposed

4. Ability to carry out the project

- Thoroughness and appropriateness of project budget
- Feasibility of the project's success based on planning described in the narrative
- Clearly defined guidelines for measuring success and target goals

FINAL REPORTS

Funded organizations are required to submit a final report within 60 days of completion of the project. Failure to submit a final report will void eligibility for future funding from CCT. The final report must include project work samples that acknowledge CCT support. Final reports must be submitted to Lourdes Rivera, Administrative Assistant, Arts Division, CCT.

ASSEMBLY

Applications must include six (6) sets of materials in the following order:

1. Application and Budget (must be signed and dated, with an original signature).
2. Application Narrative (2 pages)

Behind the original set (marked "Original") please add the following items:

3. IRS Tax-Exempt Letter
4. Affirmative Action Statement
5. W-9 Form

Applications must be postmarked or hand-delivered by Thursday, February 14, 2008. No application will be accepted after this date and time. E-mail and fax submissions will not be accepted.

For any questions regarding CTPG, please contact: Mary Donohue, Survey and Preservation Grants Director at mary.donohue@ct.gov; or Bonnie Koba, Arts in Education Program Manager, at bonnie.koba@ct.gov; or by calling (860) 256-2800.

Send completed applications to:

Connecticut Commission on Culture and Tourism
Culture and Tourism Partnership Grants
One Constitution Plaza
2nd Floor
Hartford, CT 06103