Welcome!

City of Coral Gables
Cultural Development Board
FY2023-2024 Cultural Grant
Webinar

Our time today





Arts & Business Council

important Dates

Cultural Grant Overview

Application on-line process

Questions

CORAL GABLES CITY COMMISSION



CULTURAL DEVELOPMENT BOARD

Appointed by the Coral Gables City Commission

CULTURAL GRANT Program Objective

Visual & Performing Arts

History

Historic Preservation

Folk Life

International Cultural Exchange

Literary Arts

Media Arts



Welcome



Who: Our top ranked Coral Gables Chamber of Commerce is a chartered private, volunteer-driven, State of Florida chartered non-profit organization that unites businesses and professionals in an effort to expand the economy of the local community.

What: We have over 850 member companies and 1,600+ member representatives in Coral Gables & South Florida.

When: In 1925, George E. Merrick founded the Chamber and served as our first Chairman.

Our Mission: "To advance business success and member engagement in Coral Gables and beyond through our commitment to inclusiveness, relevancy and integrity."

#inclusiveness

#integrity

#relevance





The Chamber produces over 100 high-quality, high-impact events per year, eight of which recur monthly:

- Good Morning Coral Gables Breakfast
- RE-Connect Lunch
- Wind Down Wednesday
- Business Book Club
- Women's Business Network Luncheon
- Trustee & GEM Investors Reception
- Trustee & GEM Investors Luncheon
- IMPACT: A Seminar Series for Small Business
- Annual Events: New Year's Networker, Doctors Hospital Tour of the Gables 5K/10K, Small Business Summit, Annual Conference, Gables Global Groove, Chairman's Reception, Burgerliscious, and more!
- Annual Awards: Diamond Awards, Businesswomen of the Year Awards, Rising Star Awards, City Beautiful Awards, George E. Merrick Awards of Excellence





- Good Morning Coral Gables
- Travel & Tourism
- Investment Policy Committee
- Coral Gables Chamber Foundation
- Women's Business Network
- Small Business Committee
- Restaurant Committee
- Business & Education Committee
- Diversity, Equity & Inclusion Committee
- 20/30 Group
- Global Business Affairs Committee
- Flags on Ponce

- Sister Cities/ Outbound Missions
- Gables Global Groove
- Trustee Council
- Membership Committee
- Chairman's Ambassadors
- RE-Connect Luncheon
- New Year's Networker
- Doctors Hospital Tour of the Gables 5K/10K
- Chairman's Reception
- Business & Government Affairs Committee
- Public Policy Task Force





About Us

Founded in 1925 by Coral Gables visionary George E. Merrick the Coral Gables Chamber of Commerce is comprised of businesses and leading professionals whose goals are to expand the local economy and advocate for a robust business climate. To facilitate our mission, the Chamber hosts a variety of networking events each month, creating an opportunity and platform for business leaders to come together, connect and strengthen their working relationships. And, after 95 years, we are proud to be the #1 ranked Chamber in the tri-county area based on our membership size, annual budget and organizational assets.



Website: www.coralgableschamber.org

- Event Calendar and Registration
- Member Business Directory with links to map location and website
- Members Only section with User ID/Password
- Member-2-Member Coupons and Discounts
- Advertising opportunities

Member Recognition Programs | Annual Awards:

- Diamond Awards November
- Businesswomen of the Year Awards March
- Rising Star Awards Summer
- City Beautiful Awards July
- George E. Merrick Awards of Excellence August

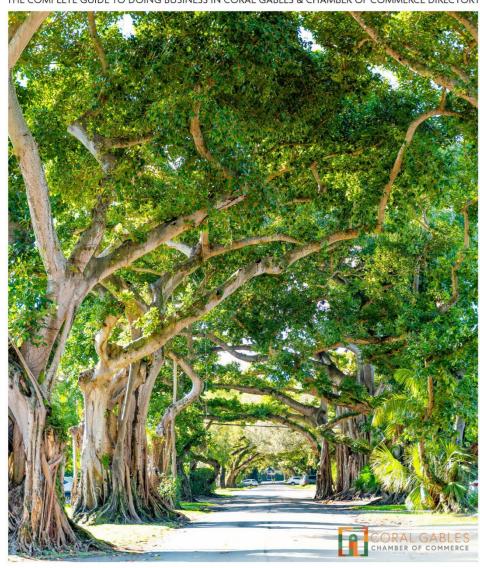
Ambassador Mentors & Trustee Diplomats:

Chairman's Ambassadors are a specially vetted and invited group of Chamber members who take great pride in mentoring and welcoming our new members. Trustee Diplomats are also appointed by the Chairman who recruit, welcome, and mentor new Trustee members.



CITY BEAUTIFUL

THE COMPLETE GUIDE TO DOING BUSINESS IN CORAL GABLES & CHAMBER OF COMMERCE DIRECTORY



The City Beautiful Magazine:

The Chamber's Annual Membership Directory and "official guide" to doing business in Coral Gables provides members, residents and visitors with a comprehensive guide covering all aspects of Coral Gables. Includes a complete member listing and highlighted Trustee and GEM membership pages.

Marketing Your Company:

- Chamber e-Comm complimentary member promotions with hyperlinks
- Member-To-Member Discount Program upload Coupon under Members Only website to be shared online as well as in weekly e-Comm
- Social Media Share member posts on various platforms (Facebook, Instagram, Twitter, YouTube, Linkedin)

E-Blast Opportunities:

Exclusive opportunity to send an e-blast to all members (\$400)

Mailing Labels:

Chamber members may purchase mailing labels of the entire membership database. Trustee members receive one free set per year. New members receive their first set at a **50% discount**.



Chamber E-mails: Make sure you are receiving daily e-mails to stay informed; add us to your 'Safe list'





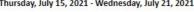


Photo of the Week





Chamber e-Comm



on't delay! The first 500 pre-registered runners

Keyword: TOUR OF THE GABLES

oralgableschamber.org | CHAMBER CONNECTION | March - April 2020





Founder & Chief Storyteller TB Media Group

Wednesday, January 19, 2022 4 - 5:30 PM

Zoom Meetings

Complimentary for Chamber Members \$15 for Guests

The Chamber will provide registrants with

Chamber Chatter

Weekly Monday e-Newsletter @3pm

Weekly Thursday e-Newsletter @3pm

Chamber CONNECTion

Bi-monthly e-newsletter

Event e-vites

Daily standalone event promotions



- \$325 Annual Tax-Deductible Membership Dues
- One Business Representative
- Recognition of joining in our weekly Chamber newsletter
- Listing in the Chamber's online Business Directory
- Business listing by category in The City Beautiful Magazine each August
- Preferred event registration rates
- Access to Member-to-Member discounts
- Full Access to our 20+ engaged committees and task forces
- Sponsorship and advertising opportunities at preferred rates
- Opportunity to post your business news, events, discounts, or other promos on Chamber social media platforms and e-comm newsletter
- Chamber proclamation presentation at ribbon cutting ceremonies for new businesses





Facebook:

facebook.com/CoralGablesChamber



Instagram:

@GablesChamber



Twitter:

@GablesChamber

Website:

CoralGablesChamber.org



LinkedIn:

Coral Gables Chamber of Commerce



YouTube:

GablesCommunications



Podcast:

Trowbiz (on Spotify, Apple Podcasts)

Hashtag:

#GablesChamber





Welcome





IMPORTANT DUE DATES

- Friday, April 14 at 5:00 pm EST Eligibility
- Friday, April 21 at 5:00 pm EST Consultation
- Friday, April 28 at 5:00 pm EST Application
- Wednesday, June 14 at 9:00 am EST
 Review & Scoring
- Summer, Commission Approval
- Fall, Checks Issued

CORAL
GABLES
CULTURAL
GRANT
WEBSITE

www.coralgables.com/culturalgrants



ome Your

Your Government

Services Directory

Business Visit Us

Q

Home > Historical Resources and Cultural Arts > Cultural Arts

Cultural Arts

FY2023-2024 Cultural Grants

The City of Coral Gables invites eligible nonprofit cultural organizations to attend the annual Cultural Grant Workshop/Public Meeting on Thursday, April 6 at 2 p.m. This workshop is mandatory for any organization seeking a cultural grant.

The workshop will be held via Zoom. If joining by phone, find your local number. (Meeting ID: 842 5925 5913)

Important Dates

- Workshop: Thursday, April 6 at 2 p.m.
- Eligibility Deadline: Friday, April 14 at 5 p.m.
- Application Deadline: Friday, April 28 at 5 p.m.
- Cultural Grant Application Review and Scoring Meeting: Wednesday, June 14 at 9 a.m.

Please find resources below. Media notices for cultural art organizations may be sent here.

Important Dates

- Workshop: Thursday, April 6 at 2 p.m.
- Eligibility Deadline: Friday, April 14 at 5 p.m.
- Application Deadline: Friday, April 28 at 5 p.m.
- Cultural Grant Application Review and Scoring Meeting: Wednesday, June 14 at 9 a.m.

Please find resources below. Media notices for cultural art organizations may be sent here.

- Resources

Links will be updated following the workshop.

- Cultural Grant Guidelines FY 2022-2023
- Webinar Powerpoint FY 2022-2023
- Grant Certification
- City logo for a cultural arts organization's promotional materials
- Paperchase



Grant Portal Login

If your organization has previously applied, please do NOT create a new organization account and follow the prompts to the right of the Login page.

REMINDER

Read the Guidelines prior to applying. The Guidelines are available on the website and through the online grant portal.

Note: this webinar and PowerPoint are not a substitute for reading and understanding the Guidelines.

QUESTIONS? - CCATHERS@CORALGABLES.COM

Add to Contacts / Address Book:

Communication



administrator@grantinterface.com

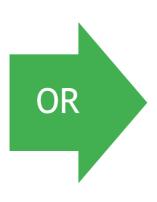


ccathers@coralgables.com

GRANT CATEGORIES

Coral Gables Core Organizations (CGC)

- Organization has physical address in Coral Gables
- Annual budget over \$500,000
- Present year-round cultural performances, exhibitions or presentation of art in Coral Gables
- Enhance the cultural vitality of the City of Coral Gables
- Maximum Grant Request: \$15,000



Coral Gables Cultural Programs (CGP)

- Cultural series & events presented in Coral Gables
- Maximum Grant Request: \$10,000



ELIGIBILITY & REQUIREMENTS

REFER TO
GUIDELINES FOR
COMPLETE LIST

- Program/Project must take place in Coral Gables
- Applicant has attended/watched the grant webinar with certification submitted
- Organization is legally incorporated as a nonprofit
- Federal non-profit status is in good standing
- 2-year record of presenting year-round cultural programming
- Most recent Final Report is submitted by the deadline
- Interim Final Report is submitted for current fiscal year
- Program/Project does not include a fundraising component

Required Documents





Return of Organization Exempt From Income Tax

nder section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

The organization may have to use a copy of this return to satisfy state reporting requirements.

	I.	

A For the 2005 c	alendar	year, or tax year beginning , 2005, and	ending	
B Check if applicable: Address change	Please use IRS label or	C Name of organization	D Employer iden	
☐ Name change	print or type. See	Number and street (or P.O. box if mail is not delivered to street address	Room/suite	E Telephone nu
Final return Amended return Specific Instructions.		City or town, state or country, and ZIP + 4	F Accounting method Other (spe	
Application pending Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ). Hand I are no H(a) is this a			ot applicable to sed group return for aff	
d Website.			enter number of af	
			ffiliates included? attach a list. See in	
		rganization's gross receipts are normally not more than \$25,000. The return with the IRS; but if the organization chooses to file a return, be		separate return filed by ion covered by a grou

REQUIRED DOCUMENTS

- Resume/CV of ED and person administering the grant
- Board of Directors list
- Funding History / Financial Support
- Organization and Program/Project budgets
- ► IRS non-profit status determination or affirmation
- Non-profit Corporation Annual Report
- ► IRS 990, 990-N, or audited budget if religious organization
- Letters of Commitment from venues and collaborators - NOT letters of support

Home

Your Government

Services Directory

Business Visit

Q

Home > Procurement > Supplier Services

Supplier Services

Instructions and the benefits of becoming a supplier with the City of Coral Gables.

Supplier Registration Portal



IMPORTANT NEWS

The City of Coral Gables Finance/Procurement Division is excited to announce an important change. The city is moving to a new Enterprise Resource Planning (ERP) system in the next few months and an important part of the change includes our vendors and suppliers.

The new system will be INFOR and includes a **Supplier Portal** that will allow our customers to register to conduct business with the city, view and participate in upcoming solicitation events, and update their profiles and other important information.

This new change will require that **ALL current and potential vendors/suppliers register in the new Supplier Portal** in order to continue to do business with the city regarding payments and responding to sourcing events (informal/formal quotes, bids, and proposals).

The new portal is now available **starting March 1, 2023** at <u>coralgables.com/supplierregistrationportal</u>.

About

Contact us

Procurement@coralgables.com

How to find us

2800 S.W. 72nd Avenue Coral Gables, FL 33134

Grant Expenditures





Allowable Grant Expenditures

REFER TO
GUIDELINES FOR
COMPLETE LIST

- Artistic Fees
- ► Direct Program Costs
- Equipment Rental
- Supplies/Materials
- Marketing/Publicity
- Printing and Publications
- ►Space Rental
- Transportation within Miami-Dade County
- Transportation for outside visiting artists
- Restrictions Refer to Guidelines

Restricted Grant Expenditures

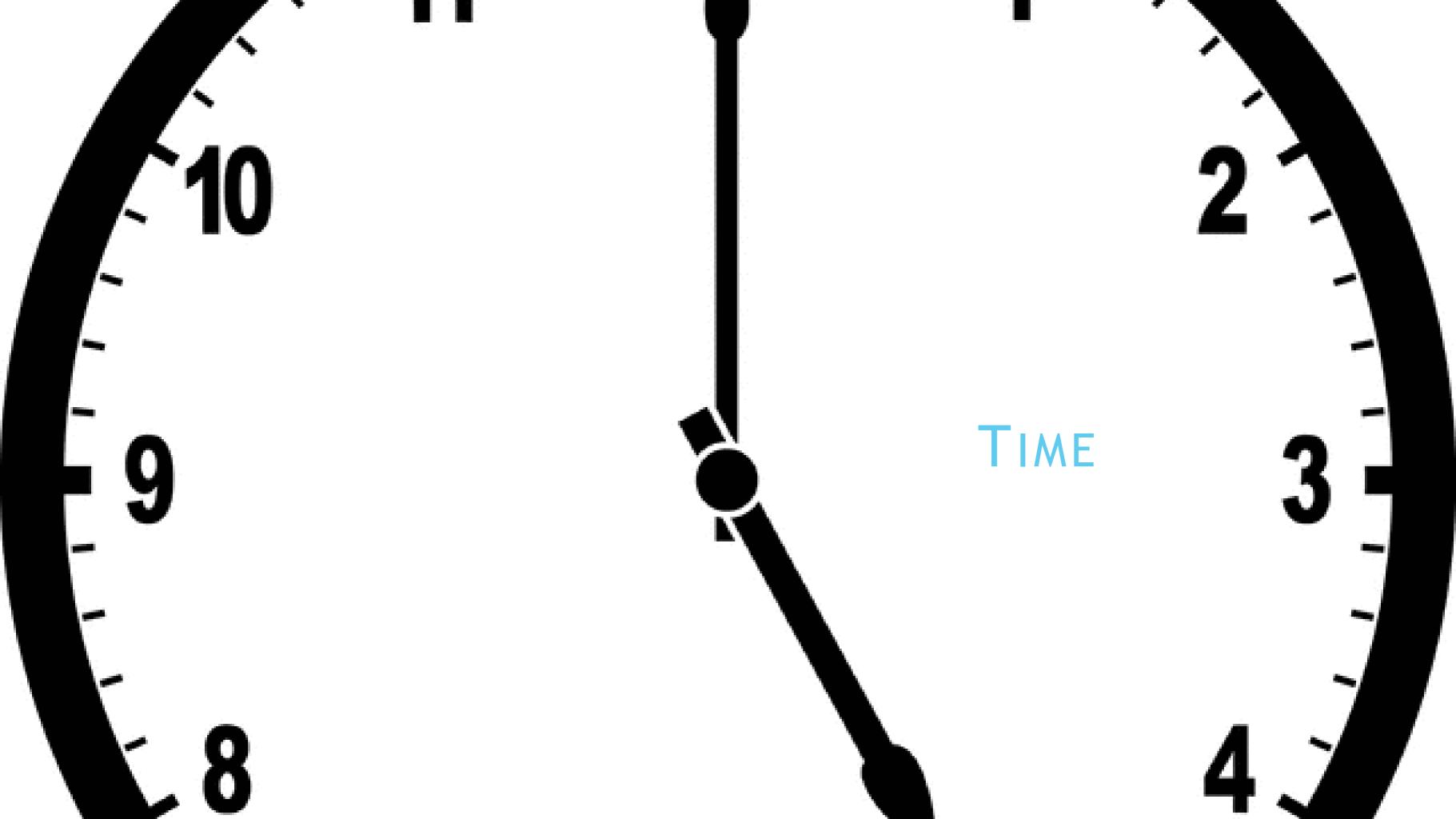
REFER TO
GUIDELINES FOR
COMPLETE LIST

- Proposal preparation
- Expenses outside of the fiscal year
- Compensation of forfeited revenue
- Capital improvements & equipment
- Debt reduction
- Staff travel outside of MDC
- Social/Fundraising events
- Hospitality costs
- Prizes, awards, plaques, scholarships
- Classes, Master Classes, After-school programs, Camps
- Additional Restrictions Refer to Guidelines

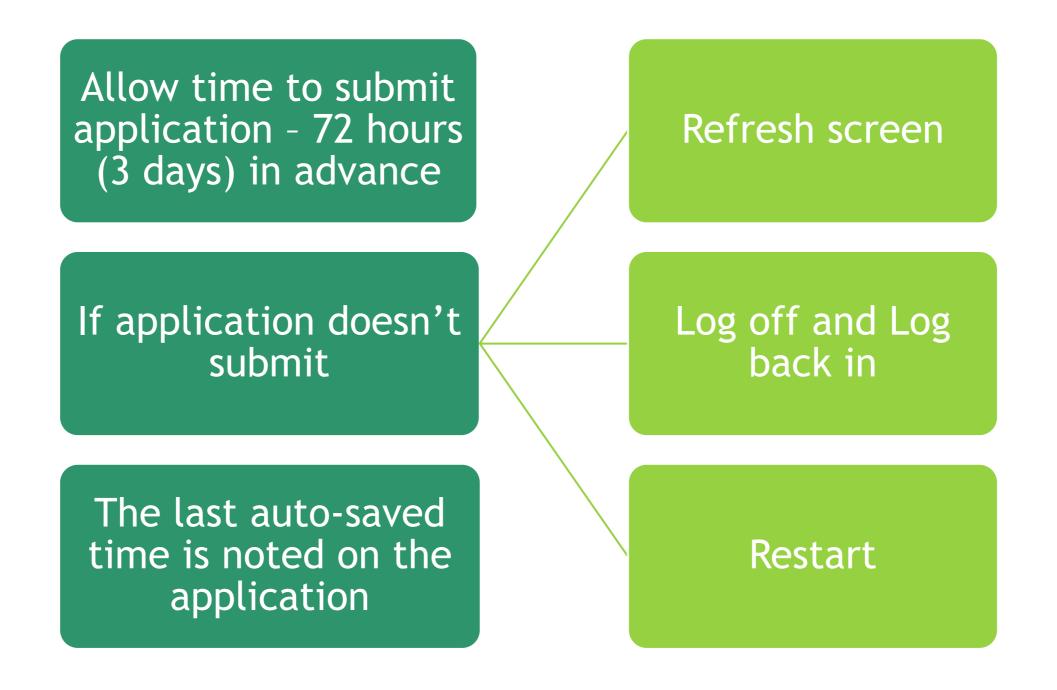


HELPFUL HINTS

- ► The Application saves as you go
- Create a word document first, then copy & paste into the application
- Downloads will take a moment, be patient
- Please DO NOT USE ALL CAPS
- Please do not repeat information in the application
- ► Be specific, clear, and concise
- Assume panelists know nothing about your organization
- Submit RECENT support materials, not older than 2 years



TIME TO SUBMIT





EVALUATION CRITERIA & SCORING

- Program/Project Excellence 20 Points
- Artistic Excellence 10 Points
- Organization & Management Capacity 20 Points
- Outreach & Community Partnerships 10 Points
- Marketing 20 Points
- Outcomes 10 Points
- Finances & Budget Accountability 10 Points

EVALUATION PROCESS

Rubric used to support fair and consistent scoring

High & Low scores are dropped

80 point minimum score

A multiplier is used

Board members must be present to verify their scores

EVALUATION PROCESS - SCORING RUBRIC

Overall consideration for the applications:

Value	Description	Score
Excellent	Strongly demonstrates public value of arts and culture.	92 - 100
Good	Satisfactorily demonstrates public value of arts and culture.	80 - 91
Fair	Does not sufficiently demonstrate public value of arts and culture.	61 -79
Weak	Makes an incomplete and/or inadequate case for the public value of arts and culture. Information is confusing, unclear, and lacks specific details.	0 - 60



IMPORTANT NOTES

- ▶ No Event Should be Dependent on City funding
- Budget requires a minimum one to one match of the grant award
- Cultural Grant funding distribution is not confirmed until approved by the City Commission
- Cultural Grant funds are not confirmed until approval of the annual budget

IMPORTANT NOTES (more)

- Letters of Commitment are required (not Letters of Support)
- Changes to grant-funded programs must be approved

IMPORTANT NOTES (and these)

- Festivals* are not eligible; however, non-profit performance groups may apply on their own behalf
- Consultation Complete draft & Budget Forms
 - First time applicants
 - Previously disqualified applicants
 - If more than 3 years since applying
- Technical Review
- Interim Final Report due by Application Deadline

NEW!!!

- Provide Non-profit CorporationAnnual Report
- Minimum one-to-one cash match
- Broad social media marketing outside of organization
 - ✓ GMCVB
 - Eventbrite
 - ✓ The New Tropic
 - Culture Owl
 - Send Media Notices throughCultural Grant webpage



BONUS POINTS

+5

Organization's principal address is in Coral Gables

verified in Sunbiz

+5

Event is free to the public

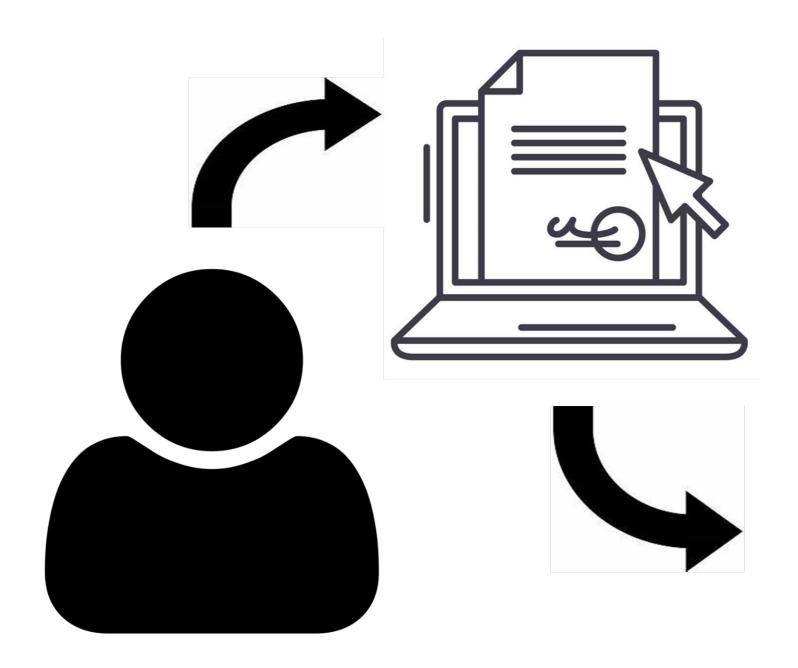
+2

Organization's Operating Budget is \$50,000 or less

verified by tax records



Application Process





CORAL
GABLES
CULTURAL
GRANT
WEBSITE

www.coralgables.com/culturalgrants



FY2023-2024 Cultural Grants

The City of Coral Gables invites eligible nonprofit cultural organizations to attend the annual Cultural Grant Workshop/Public Meeting on Thursday, April 6 at 2 p.m. This workshop is mandatory for any organization seeking a cultural grant.

The workshop will be held via Zoom. If joining by phone, find your local number. (Meeting ID: 842 5925 5913)

Important Dates

- Workshop: Thursday, April 6 at 2 p.m.
- Eligibility Deadline: Friday, April 14 at 5 p.m.
- Application Deadline: Friday, April 28 at 5 p.m.
- Cultural Grant Application Review and Scoring Meeting: Wednesday, June 14 at 9 a.m.

Please find resources below. Media notices for cultural art organizations may be sent here.

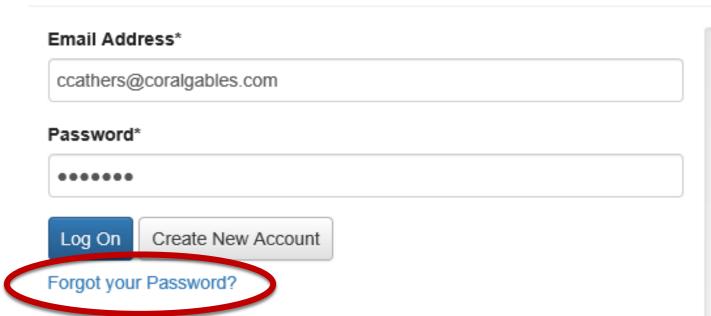
+ Resources



If your organization has previously applied, please do NOT create a new organization account and follow the prompts to the right of the Login page.



Logon Page



Create New Account ONLY if the organization has NEVER created an account.
Email me if you're not sure

Welcome to the City of Coral Gable's online portal.

New Users: Please click on "Create New Account" to complete the registration process and create your logon credentials.

Need Help?

View Video Tutorial 1: Site Access & Account Creation (3 minutes)

View Video Tutorial 2: Applying (5 minutes)

Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password" link to the left to reset your password.

Not Sure? If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact our Grant Administrator, Catherine Cathers, at ccathers@coralgables.com to receive your username and password.

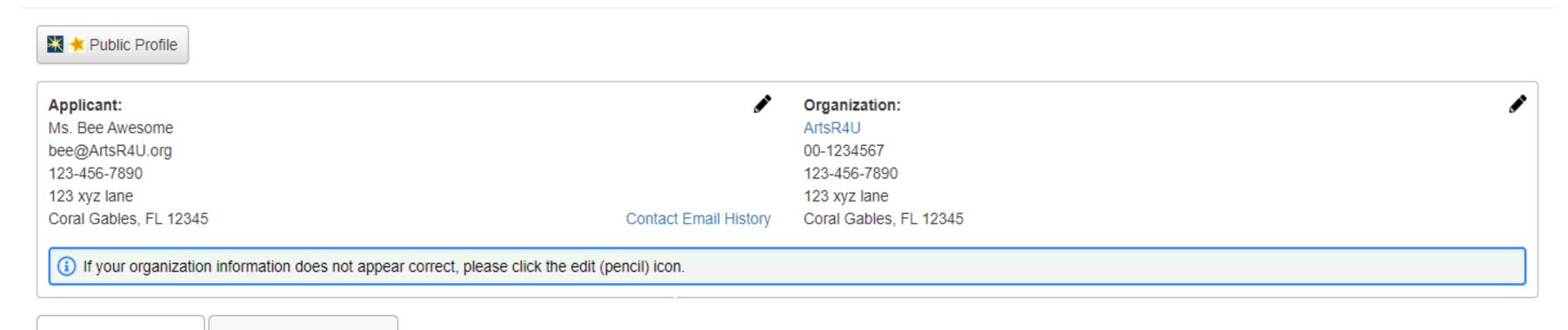
To preview current opportunities without creating an account please click here.

Applicant Log-in & Apply

- Previous Applicants:
 Use existing Login email and Password
 If you forgot your password, Click "Forgot your Password?"
- New Applicants:Create New Account
- Organizations should have ONE account only



Applicant Dashboard



Active Requests

Historical Requests

On the state of t

You do not have any Active Requests. Click Apply to begin the application process.



City of Coral Gables Catherine Cathers -



Apply

Role (Applicant) ▼





Q Quick Search



FY2023-24 City of Coral Gables Cultural Grant

Accepting Submissions from 04/06/2023 to 04/28/2023



Please click here to review the full Guidelines before applying.

The City of Coral Gables reserves the right to revise information published in these Guidelines and Application.

ELIGIBILITY DEADLINE: FRIDAY, APRIL 14, 2023 AT 5:00 P.M.

APPLICATION DEADLINE: FRIDAY, APRIL 28, 2023 AT 5:00 P.M.

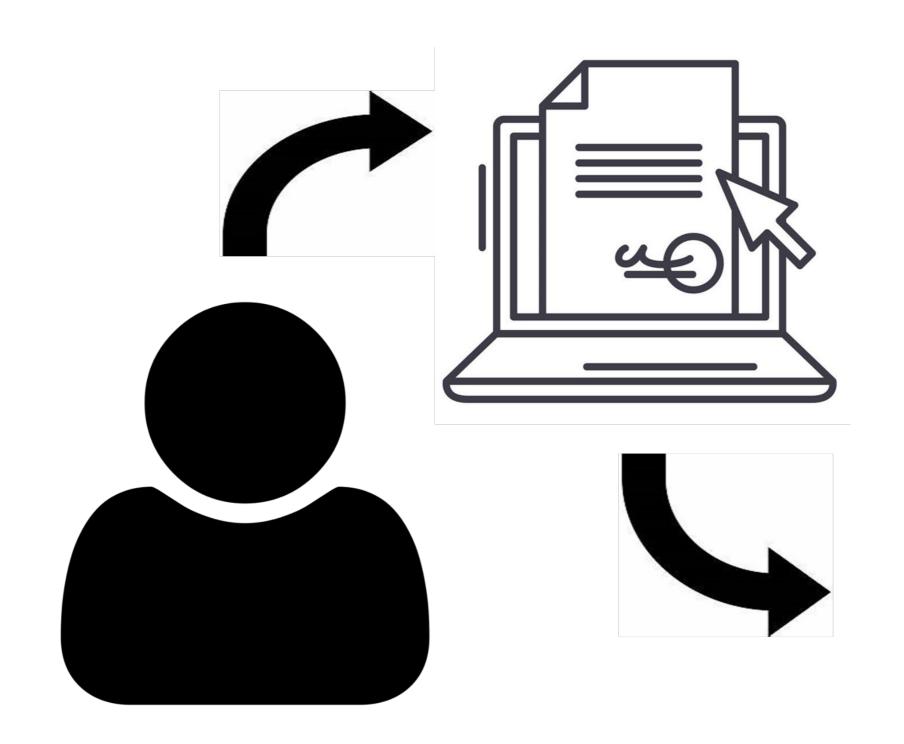
OBJECTIVE:

The City of Coral Gables Cultural Development Board has been appointed to assist the Coral Gables City Commission in distributing certain monies to worthy nonprofit organizations that produce meaningful cultural experiences for the betterment of the quality of life in the City. Cultural experiences are those that address one or more of the following: the visual and performing arts, history, historic preservation, folk life, international cultural exchange, and the literary and media arts. Cultural experiences do not include non-cultural events such as athletic, drug-prevention or safety programs. Funded programming must take place within the City of Coral Gables and be open and accessible to the public.

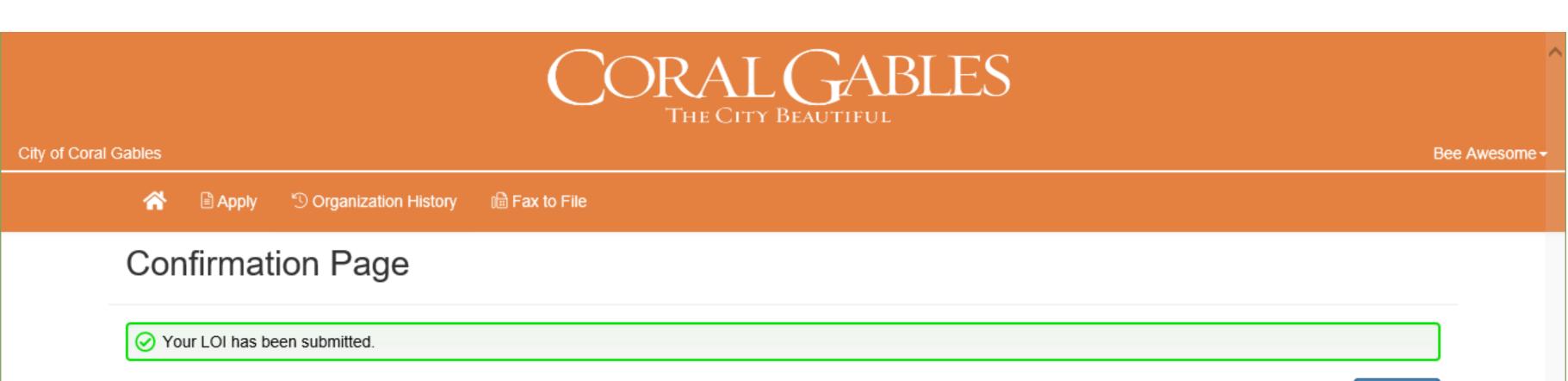
NO EVENT SHOULD BE DEPENDENT ON CITY FUNDING.

AWARDS ARE DISCRETIONARY AND NOT AUTOMATIC.





Submit



Continue

City of Coral Gables Cultural Grant

Submitted

Undecided

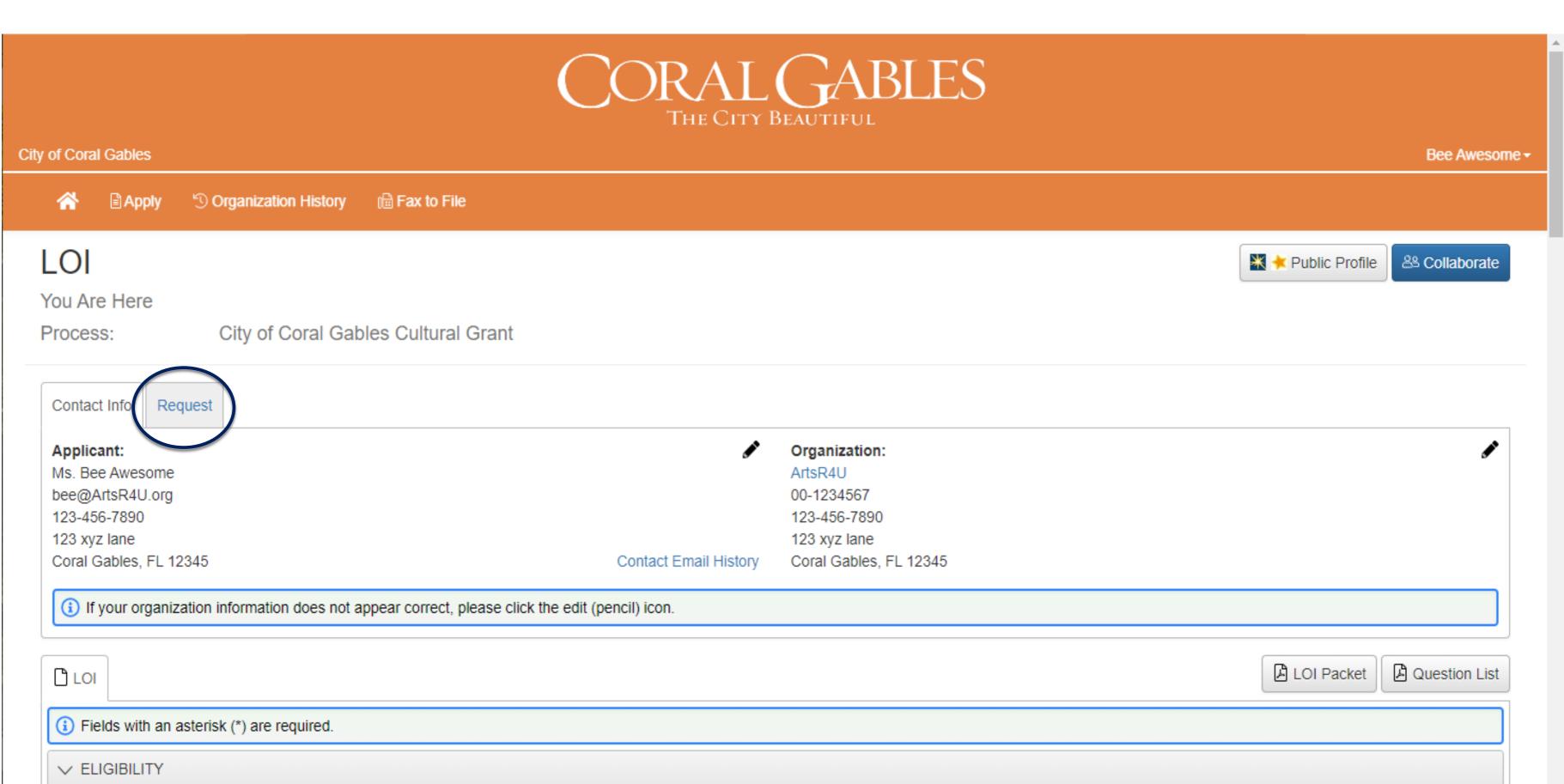
Process:

Decision

LOI



City of Coral Gables Bee Awesome ▼ **Apply** Organization History ⊕ Fax to File Applicant Dashboard Region Profile Applicant: Organization: Ms. Bee Awesome ArtsR4U bee@ArtsR4U.org 00-1234567 123-456-7890 123-456-7890 123 xyz lane 123 xyz lane Coral Gables, FL 12345 Contact Email History Coral Gables, FL 12345 (i) If your organization information does not appear correct, please click the edit (pencil) icon. Active Requests 1 Historical Requests 1 ∨ You Are Here







City of Coral Gables Bee Awesome ▼



Apply

Organization History

📠 Fax to File

Applicant Dashboard



Applicant:

Ms. Bee Awesome bee@ArtsR4U.org 123-456-7890

123 xyz lane

Coral Gables, FL 12345

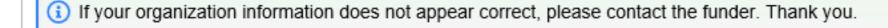
Organization: ArtsR4U

90-1234567

123-456-7890 123 xyz lane

120 Ay2 II

Contact Email History Coral Gables, FL 12345





Process City of Coral Gables Cultural Grant

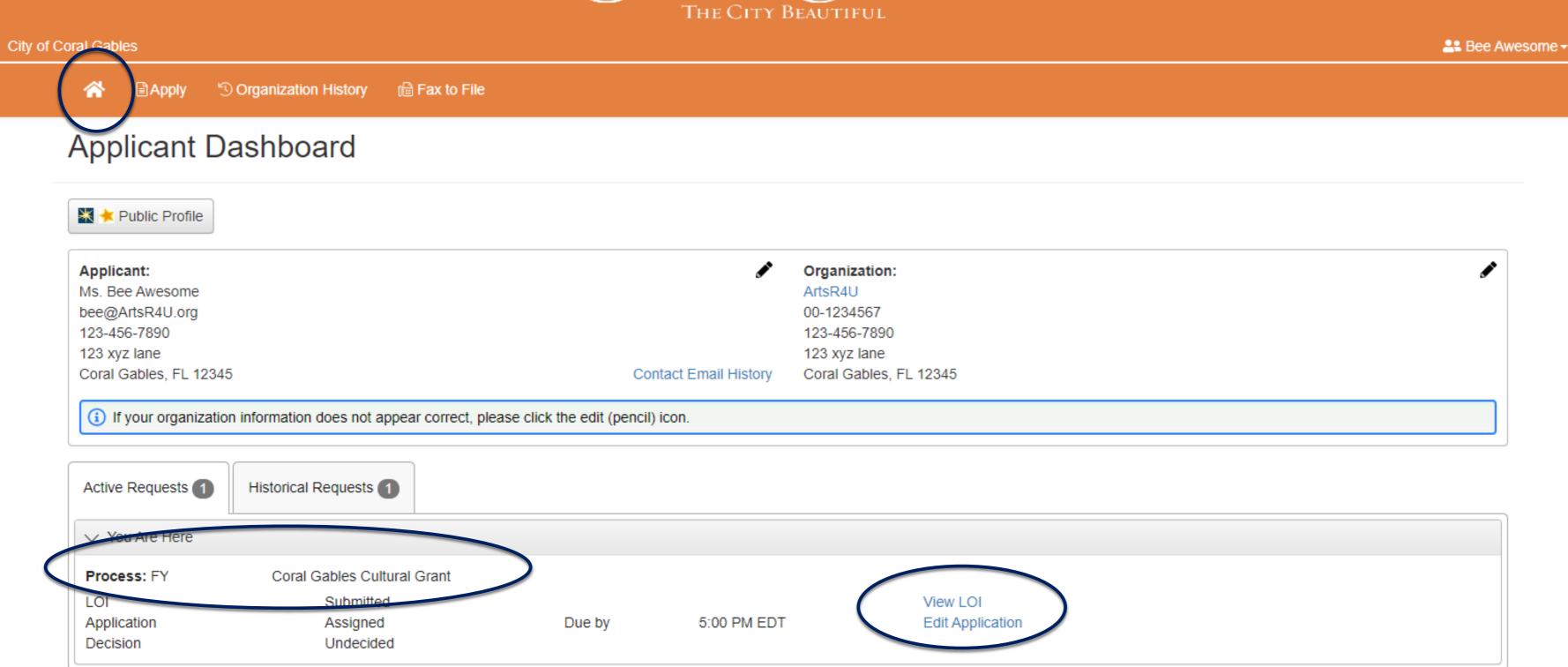
LOI Submitted View LOI













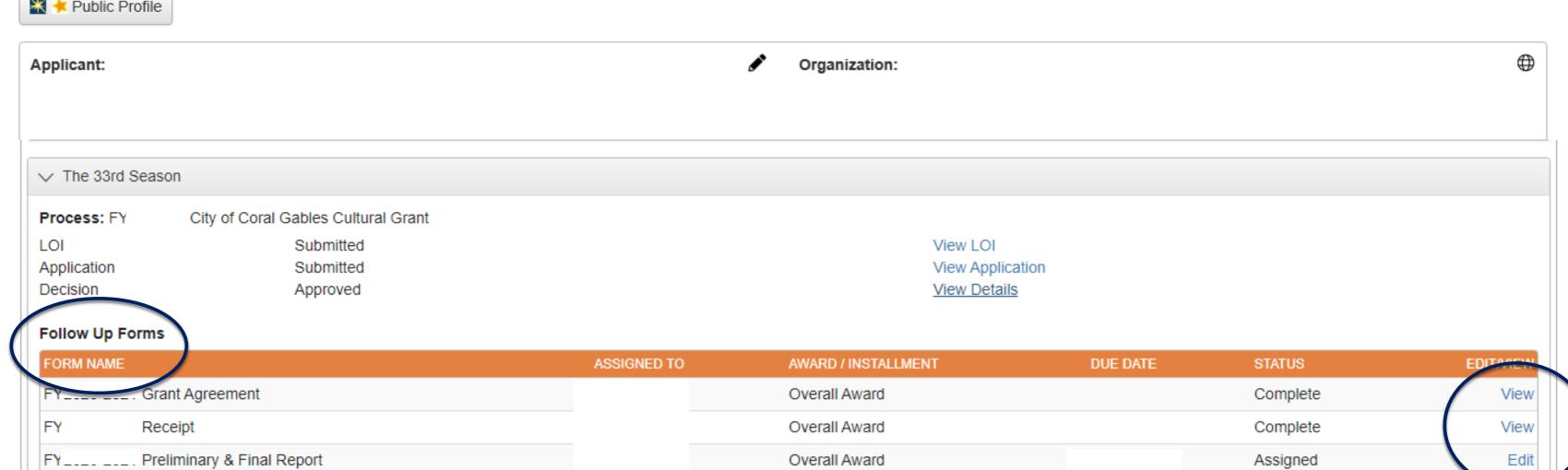
City of Coral Gables

Applicant Dashboard

Public Profile

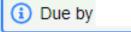
THE CITY BEAUTIFUL

THE CI





City of Coral Gables Bee Awesome ▼ n Fax to File Organization History Apply THE CITY BEAUTIFUL Note: Once you submit your application, you cannot edit the form. Please review your answers before submitting.



05:00 PM EDT.

Save Application Submit Application

Submit

Communication

Add to Contacts / Address Book:

- administrator@grantinterface.com
- ccathers@coralgables.com

APPLY

www.coralgables.com/culturalgrants



Questions

