KANSAS
COMMERCE

Frequently Asked Questions (FAQ)
KCAIC Arts Everywhere Grants

Q: Who is eligible to apply for the Arts Everywhere grant?

A: Non-profit organizations and public entities based in Kansas are eligible. Refer to the guidelines for specific eligibility criteria.

Q: How do I submit my application?

A: All applications must be submitted through the KCAIC Submittable platform at https://kansascaic.submittable.com/submit during the open application period.

Q: When are applications accepted?

A: The application period opens on January 12, 2024 and closes at 5 p.m. Central Time on February 23, 2024.

Q: Can I apply for more than one Arts Everywhere grant?

A: No. Applicants may apply for one Arts Everywhere grant, one General Operating Support Grant, or one Public Art & Mural grant. See the guidelines for more information on Independent Components and Fiscal Agents.

Q: Can I make updates to my application after submission?

A: No, once submitted, applications cannot be updated or modified except for corrections requested by KCAIC staff.

Q: Are panel meetings open to the public?

A: Yes, panel meetings are public and usually conducted via webinar. Anyone can attend in person or online. Participation instructions will be provided to applicants.

Q: Is attendance at the panel meeting mandatory for applicants?

A: While attendance is encouraged, it is not mandatory. Panelists may have questions that can be answered during the panel meeting. Participating can be beneficial for those planning future grant applications.

Q: How are applications scored?

A: Panelists independently evaluate applications based on rubric criteria outlined in the guidelines. Scores are voiced during a public panel meeting, and the final average score determines funding eligibility. The scoring rubric is available on the KCAIC website.

Q: What is the funding process?

A: Applications scoring 80 or above are eligible for funding. The ranked list of recommended applications is submitted first to the Kansas Creative Arts Commission and then to the Department of Commerce for review and approval.

Q: How should I structure the proposal budget?

A: Follow the guidelines for allocating expenses in the grant funds, cash match, and in-kind columns. Use the Application Proposal Budget Spreadsheet provided on Submittable.

Q: Can capital expenditures be included in the proposal budget?

A: Generally, capital expenditures are not allowed, except when directly related to the proposal and meeting certain criteria. Contact KCAIC for clarification.

Q: What expenses can be considered as matching funds?

A: Matching funds must be non-state and non-federal. Refer to the guidelines for allowable and non-allowable expenses.

Q: How is the value of in-kind contributions calculated?

A: For volunteer services, use federal minimum wage, and for skilled services, use the individual's normal wage rate. Document all in-kind contributions.

Q: What support materials should I include?

A: Include materials such as work samples, brochures, recent support letters, organizational charts, and more. Up to five uploads are allowed.

Q: How does the grant relate to federal funding from the National Endowment for the Arts (NEA)?

A: KCAIC uses grant funds as matching funds for its NEA State Partnership Award. Ensure compliance with both state and federal regulations.

Q: What federal regulations must organizations comply with?

A: Compliance with 2 CFR 200, Uniform Administrative Requirements, and other applicable statutes and regulations is required. Refer to [NEA General Terms and Conditions for Partnership Agreements](#).

Q: What file formats are acceptable for uploads?

A: Preferred formats include .doc, .docx, .pdf, .txt, .jpg, .gif, .png, .tiff, .mp3, .mp4, .mov, .wmv. Ensure high-quality materials for better visibility.