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# The Connecticut Arts Endowment Fund

Guiding arts organizations  
through guidelines and application

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THE ARTS COUNCIL OF  
GREATER NEW HAVEN



Department of Economic and  
Community Development

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Office of the Arts

# First, some important info...

- Grant guidelines for the Connecticut Arts Endowment Fund (CAEF) have not changed from last year
- Application deadline is **11:59pm on Friday, Dec 15, 2017**
- Funding period is **April 15, 2018 - October 15, 2018**
- Final reports are due within **60 days of completion** of grant period

# What is the Connecticut Arts Endowment Fund?

The **CAEF** was established by the Connecticut State Legislature to stimulate the development of private sector funding resources and to ensure the long-term stability of Connecticut's arts industry by providing funding to organizations

The Fund is managed by the Office of the State Treasurer and the program is administered by the Connecticut Office of the Arts (COA)

Interest earned on the Fund principal is distributed annually through COA to eligible arts organizations

# Some good news...

Total amount of funds for this year is **\$772,121** compared to \$397,354 last year and \$385,301 the year before last

Also, as of July 1, 2016 the minimum amount of private sector contributions was lowered from \$25,000 to **\$15,000**

And CAEF grants are “unrestricted”

# Who IS eligible?

To be eligible, an organization must have:

- It's primary **LEGAL** purpose be to *create, perform, present or otherwise promote visual, performing or literary arts*
- Obtained tax-exempt status under section 501(c)(3) of the Internal Revenue Code
- Received a **minimum of \$15,000** in private sector contributions for each of its *two most recent completed fiscal years* as verified with IRS tax forms
- Been incorporated in Connecticut as a not-for-profit for at **least 2 years prior** to the due date

# Who IS NOT eligible?

- Organizations whose primary legal purpose is **not arts-based**
- Organizations whose primary purpose is **educational or instructional** (*e.g. schools, universities, colleges*)
- Organizations whose primary purpose is to receive contributions for, or provide funding to, other organizations (*e.g. foundations/charities under Section 509 (a)*)
- Organizations who have received a filing extension from the IRS; their audit has not yet been completed; or for any other reason has not filed 990 forms by Dec 17, 2017

# How much will you receive?

For the CAEF grant, organizations do not specify an amount or how funds will be used

Grant awards are calculated solely on a formula that compares the amount of private sector (*non-government*) contributions raised by the organization in its **2** most recent fiscal years

The formula is designed to reward orgs that have experienced a substantial increase in the amount of private contributions during the most recent reporting year

# How much will you receive?

There is a minimum gift of \$500 - so everyone wins something

There is no specific reward for being a large organization or small organization

All available funds will be distributed based on the formula and how many applicants apply



# Now for the online application...

You must complete the CAEF application using COA's on-line e-granting portal via:

<https://coa.fluidreview.com/>

# Required documents for uploading

Please note you will need to upload the following forms:

- **IRS Form 990 or 990EZ for Year 1 “previous” tax year**
  - Must be 2014, 2015 or 2016. No other tax years are available for application to the FY18 CAEF
- **IRS Form 990 or 990EZ for Year 2 “most recent” tax year**
  - Must be 2015, 2016 or 2017. No other tax years are available for application to the FY18 CAEF

# Unfortunately...

**Form 990-PF, Return of Private Foundation, and 990-N (e-Postcard) are NOT ACCEPTED**

**There is no opportunity to amend applications if incorrect forms are submitted**

**Extensions to application deadline will not be granted**

# Online resources

## Website:

<http://www.cultureandtourism.org/cct/cwp/view.asp?a=3933&q=293766>

## Guidelines:

<http://www.cultureandtourism.org/cct/lib/cct/FY18CAEFGuidelines.pdf>

## Application Instructions:

[http://www.cultureandtourism.org/cct/lib/cct/FY18CAEFApplication\\_Instructions2.pdf](http://www.cultureandtourism.org/cct/lib/cct/FY18CAEFApplication_Instructions2.pdf)

## Webinar:

<http://newhavenarts.org/resources/funding/>

# Questions please contact



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