



**MIAMI-DADE COUNTY
DEPARTMENT OF CULTURAL AFFAIRS
FY 2022-2023 COMMUNITY GRANTS (CG) PROGRAM
GUIDELINES AND APPLICATION INSTRUCTIONS**

*****PLEASE READ ALL MATERIALS CAREFULLY*****

THE DEPARTMENT OF CULTURAL AFFAIRS RESERVES THE RIGHT TO REVISE INFORMATION PUBLISHED IN THESE GRANTS PROGRAM GUIDELINES AND GRANT APPLICATION INSTRUCTIONS.

FIRST-TIME APPLICANTS:

1. Must attend a pre-grant Community Grants-specific workshop in-person or via virtual meeting platform. Visit <https://www.miamidadearts.org/content/community-grants-cg-program-workshop> to RSVP to attend a workshop; **AND**
2. Schedule an in-person or telephone consultation with the Program Administrator. To schedule a consultation, contact Geraldine Toussaint at (305) 375-2536 or by email at geraldine.toussaint@miamidade.gov.

RETURNING APPLICANTS PRESENTING A **NEW** PROJECT/PROGRAM:

Schedule a consultation call with the Program Administrator. Applicants with **recurring** projects that have received funding support in previous years are not required to schedule a formal consultation. In these cases, the Program Administrator will determine the project's eligibility to move forward with an application at the time a request to apply is submitted.

FOR QUESTIONS PLEASE CONTACT:

Geraldine Toussaint, Program Administrator
Miami-Dade County Department of Cultural Affairs
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geraldine.toussaint@miamidade.gov
Phone (305) 375-2536 / Fax (305) 375-3068

- ◆ Para asistencia en español, llame a nuestra oficina, 305-375-4634.
- ◆ Pou plis enfòmasyon sil vou ple rele biwo nou nan numewo, 305-375-4634.

It is the policy of Miami-Dade County to comply with all the requirements of the Americans with Disabilities Act. To request materials in accessible format, sign language interpreters, and/or any accommodation to participate in any County-sponsored program or meeting, please contact Francine Andersen at 305-375-4634 or by email at culture@miamidade.gov five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service.)

PROGRAM OBJECTIVE

Funded by Miami-Dade County, the Community Grants (CG) Program is responsive on a quarterly basis to not-for-profit organizations developing publicly accessible **community-based cultural (dance, theater, music, visual arts) programs, as well as projects and events, such as fairs, parades, neighborhood festivals and publications that have a strong artistic and cultural engagement component.** The CG panel will consider projects **only** if they have strong community involvement and/or outreach component. The CG Program is particularly sensitive to the needs of:

- ◆ Indigenous cultural neighborhood activities and projects encouraging the preservation of heritage, traditions and culture.
- ◆ Social service organizations and cultural groups developing collaborative intervention projects using the arts.

ELIGIBILITY

To be eligible to apply, an organization **must:**

- ◆ **be legally incorporated in the State of Florida AS NOT-FOR-PROFIT corporation, with designated tax-exempt status under section 501(c)(3) of the United States Internal Revenue Code, or a unit of local government.** Applications from not-for-profit organizations designated tax exempt under other subsections of 501(c) will be reviewed on a case-by-case basis. Proof of incorporation and IRS tax-exempt designation is required at the time of application;
- ◆ have its registration status with the Florida Division of Corporations active and in good standing, pursuant to Chapter 617, Florida Statutes;
- ◆ be presenting activities and/or programs that are located within Miami-Dade County, that benefit local audiences, and that exhibit the potential to become regular or recurring local events;
- ◆ be presenting activities and/or programs that are open and accessible to the general public;
- ◆ **NOT** be an educational organization or facility (such as a daycare/preschool or school);
- ◆ **NOT** be a school support organization (such as parent-teacher association, booster club or auxiliary organization);
- ◆ **NOT** be a higher education institution* whose proposed project is:
 - for the benefit of degree seeking students;
 - in service of other academic purposes;
 - primarily for the academic community's benefit.

*Institutions of higher education are eligible to apply for projects that present or produce artistic/cultural programming projects **and** the public at-large is the primary target audience and direct beneficiaries of the program. Such institutions may only submit one application per fiscal year per unique school or college discipline/department.

- ◆ **NOT** be a religious organization whose proposed project, in whole or in part, is designed to promote religious or sectarian activities or to encourage the preference of a particular religion;

- ◆ be in full compliance with grant agreement requirements of any previous grants provided through the CG Program or other Miami-Dade County funding sources, including timely and satisfactory submission of all reports.

NOTE: An organization may only apply once in a program-funding year (October 1 - September 30). Successful applicants to the CG Program may not receive funding in the same funding year from any other Department program, except for the Capital Development, International Cultural Partnerships, Summer Arts & Science Camps for Kids, Tourist Development Council and Youth Arts Enrichment Grant Programs. In addition, nonprofit organizations receiving institutional support from Miami Dade County are not eligible to apply.

Funds awarded for this project **cannot** be applied to the same grant expense line item(s) funded by another eligible Department of Cultural Affairs grant program. Please contact the Grant Administrator if you have any questions or require clarification.

CORONAVIRUS (COVID-19) UPDATE

In light of the continued uncertainty surrounding the impact of the coronavirus (COVID-19) on public programs, staff will advise the panel to evaluate proposals based upon the quality of the application and the ability to satisfactorily address each of the evaluation criteria, as stated in the program guidelines. Applicants may choose to submit applications that assume in-person public programs and events and/or online "virtual" public activities. At the time grant agreements are issued, the Department will assess the feasibility of presenting public programs in traditional venues and performing spaces; if necessary, the Department will continue to exercise appropriate contractual flexibility to allow grantees the presentation of virtual programs and other program delivery strategies to fulfill public presentation requirements.

APPLYING UNDER FISCAL AGENT SPONSORSHIP

Individuals and unincorporated organizations may apply for project grants under the fiscal agency sponsorship of an eligible, not-for-profit, tax-exempt, organization on a case-by-case basis. To determine eligibility, interested applicants must contact the Program Administrator. In such cases, the application must be submitted by a sponsoring organization incorporated in the State of Florida and recognized as being exempt from federal income tax as described in section 501(c)(3) of the Internal Revenue Code. An organization acting as fiscal agent on behalf of an individual or organization will be required to meet all eligibility and grant compliance requirements as outlined in the guidelines. **The sponsored entity CANNOT be a FOR-PROFIT CORPORATION.**

If applying through a fiscal agent, all information provided in the application form and the attachments to the application must reflect the activities of the sponsored entity. The sponsored entity is the individual(s) or organization producing or presenting the activities. Documentation from the fiscal agent will also be required.

It is important that both the fiscal agent and the sponsored entity be aware of and accepts the responsibilities of the fiscal agent relationship. The fiscal agent is required to comply with all the requirements of the grant contract. This includes, but is not limited to:

- Fiscal administration of the grant award, which includes the correct documentation and use of the grant award for the purpose(s) described in the grant agreement.

- Grant reporting which includes submission of completed final reports according to the required deadlines.
- Appropriate program monitoring and evaluation, which includes availability for site visits by Miami-Dade County representatives.
- Appropriate forms of credit included in all promotional and marketing materials related to the awarded project.
- Contractual Requirements. The fiscal agent must comply and/or ensure compliance with all contractual requirements as they apply to the event(s), program(s) and/or activity(ies) supported by the grant. Legal requirements include, but are not limited to, liability and indemnification; compliance with all applicable federal, state and county laws; and the terms of all grants of which this is a sub-grant. Please note that the Miami-Dade County Affidavits and/or contract provisions include the following: Ownership Disclosure; Employment Disclosure; Criminal Record; Employment Drug-Free Workplace policy; Employment Family Leave policy; Disability Nondiscrimination policy; and policy Regarding Delinquent and Currently Due Fees or Taxes.

AN ORGANIZATION APPLYING AS A FISCAL AGENT FOR AN INDIVIDUAL OR ANOTHER ORGANIZATION MAY APPLY AGAIN DURING THE FISCAL YEAR FOR ITS OWN PROJECT OR AS A FISCAL AGENT FOR ANOTHER SPONSORED ENTITY.

DEADLINES

Applications must be received for the quarter corresponding to the first dates of the proposed publicly accessible activity. **Additionally, requests to apply to the program received at or after 5:00 PM on the program's final deadline will NOT be accepted.**

For application and deadline schedule information, visit the CG Program information page at: <https://miamidadearts.org/community-grants-cg-program>

Application Deadline:

Applicants are strongly encouraged to complete the application process at least 3 business days in advance of the application deadline to ensure successful submittal. At precisely 11:59 PM on the deadline date, the online grant system will close access to the application. Organizations that fail to complete the submittal process by this deadline will be locked out of the system and deemed ineligible. Applications submitted by any other means are not acceptable.

It is the sole responsibility of the organization to adhere to the prescribed deadlines relative to the application process. The Program's staff is not responsible for monitoring such deadlines or informing any organization of an impending or expired deadline.

First-Time Applicants:

Program Administrator Review: Applications received from first-time applicants by the grant program's published application deadline will be reviewed by the Program Administrator. Feedback and suggestions for strengthening and/or correcting the application will be provided approximately 7 days prior to the corrected/final application deadline. Applicants are solely responsible for making any and all revisions to their applications, should they so choose. Department staff WILL NOT make corrections on behalf of applicants. Applicants are encouraged to complete their corrections at least 3 business

days in advance of the corrected/final application deadline to ensure successful submittal. At precisely 11:59 PM on the corrections deadline date, the online grant system will close access to the application for corrections.

Returning Applicants: Program Administrator Courtesy Review (Optional):

Prior applicants to the Community Grants Program have the option to submit a completed application, including all required support materials, no later than 11:59 PM one full calendar week in advance of the grant program's published application deadline for a thorough "Courtesy Review" by the Program Administrator. Staff will read and review narratives, uploads and other sections of the application and provide feedback, comments and/or questions related to the proposal. Applicants who submit in time for a Courtesy Review will have the opportunity to finalize their applications during the program's corrections period and are solely responsible for making all revisions to their applications by the program's corrections deadline date, should they so choose. Department staff WILL NOT make corrections on behalf of applicants. The Courtesy Review process is a service and in no way guarantees that an application will be recommended for funding by the grants review panel.

Applications submitted for Courtesy Review that are in DRAFT form, have incomplete narrative or budget sections and/or are missing required support documents, will NOT be eligible for a Courtesy Review.

Applicants who waive their option for a Courtesy Review and submit their applications by the grant program's published application deadline will receive a technical sufficiency review **only** (i.e., staff will check the forms to ensure the grant program's minimum eligibility criteria has been met and all required documents have been submitted; narratives, uploads and other sections of the application will **NOT** be read and reviewed). Comments, questions, and feedback will NOT be provided to the applicant during the program's corrections period. Applicants who waive their option for a Courtesy Review will have the opportunity to finalize their application during the program's corrections period and submit by the grant program's corrections deadline date. **Applicants whose submissions do not meet minimum technical qualifications will be notified and their application will NOT be eligible for further consideration.**

First-time and returning applicants who submit a substantially incomplete application at the time of the program's published application deadline, as deemed by the Program Administrator and the Department Director, will receive notification via email and/or US mail from the Department Director as to the incomplete status of the application. A copy of this notice will be forwarded to the program panel prior to their review, alerting panelists to the status of the application at time of deadline.

Corrections Deadline:

Application comments and corrections requested by the Program Administrator will be issued approximately 7 days prior to the corrected/final application deadline. Organizations are encouraged to complete their corrections at least 3 business days in advance of the corrected/final application deadline to ensure successful submittal. At precisely 11:59 PM on the corrections deadline date, the online grant system will automatically close the application system for corrections.

APPLICATION INSTRUCTIONS

The CG Program is utilizing an online application process through the Department's website. Please visit www.miamidadearts.org and click the GRANTS tab to access *SurveyMonkey Apply*, the Department's online grants program portal page.

Pre-Grant Submission Workshops/Consultations:

First-time applicants are required to attend a CG specific workshop prior to the corresponding quarterly deadline **and** schedule an in-person or phone consultation with the Grant Administrator prior to requesting access to the application.

NOTE: Previously funded applicants of the CG Program who have not received a grant in the last three (3) fiscal years are considered "first-time applicants" and must comply with the program's pre-grant submission workshop and consultation requirements.

Application Process:

Applicant organizations must complete all the tasks associated with the grant application via *SurveyMonkey Apply*. Make sure to allow enough time to complete each task to ensure compliance with the program's requirements.

Applicants are solely responsible for the content of their application packages. The application submission review conducted by Department staff and the corrections period is provided as a courtesy technical assistance service and in no way guarantees that an application will be recommended for funding by the grants review panel. Department staff will not make corrections on behalf of applicants.

NOTE: An organization that submits a substantially incomplete application at the time of deadline, as deemed by the program administrator and the Department Director, will receive notification via email and/or US mail from the Department Director as to the incomplete status of the application. Substantially incomplete applications will not be provided to the program panel for consideration for funding.

FUNDING REQUEST CAPS

- All first-time applicants **MAY REQUEST UP TO \$7,500**
- Major, annually recurring projects or events with a minimum two-year consecutive track record, such as festivals, fairs and conferences benefiting a broad segment of the community (i.e., drawing 1,000 people or more per day to the event) **and** a total project budget of at least \$150,000 **MAY REQUEST UP TO \$15,000***. **Similar qualified projects with a budget less than \$150,000 MAY REQUEST UP TO \$10,000*.**
- One-time cultural events, publications, or smaller annual projects - **MAY REQUEST UP TO \$7,500.**

***For projects with events drawing 1,000 people or more:** applicants may be asked on a case-by-case basis to provide supporting documentation regarding event attendance at the time a request to apply is received and based upon a track record of past events which took place before the coronavirus (COVID-19) was declared a global pandemic.

MATCHING FUNDS

Applicants must furnish a minimum \$1 to \$1 funding match in cash, or combination of cash and in-kind support. The project budget's cash match must be no less than 50% of the grant request. **A CG grant shall not be considered the sole source of project funding.** Applicants should thoroughly explore other funding in addition to seeking support from this program.

GRANT PAYMENTS

If awarded, funded projects will be paid to grantees after the Clerk of the Board certifies and confirms the Miami-Dade Budget Ordinance, and grant award contracts are fully and duly executed.

Grant awards will not be released until all completed prior year final reports have been received and deemed complete. Final reports are due no later than 45 days after grant project completion. All funding allocations are subject to the availability of funds.

A COMMUNITY GRANTS PROGRAM AWARD CARRIES NO COMMITMENT FOR FUTURE SUPPORT BEYOND THE TIME OF THE PROGRAM, PROJECT OR EVENT.

ALLOWABLE GRANT EXPENDITURES

Grant dollars may be used only for expenses directly related to the proposed project in the categories indicated below. General overhead or other operating expenses not directly related to the proposed project are not permitted.

- ✓ Artistic, administrative (no more than 25% of grant request), technical salary support and/or consultant fees
- ✓ Honoraria
- ✓ Direct program costs
- ✓ Production costs
- ✓ Equipment rental
- ✓ Expendable supplies/materials
- ✓ Marketing
- ✓ Printing
- ✓ Publications
- ✓ Space rental (such as performance/exhibition venues)
- ✓ Insurance (specific to the event/project)
- ✓ In-County student-based bus travel and transportation expenses
- ✓ Equipment rental and personnel necessary to provide program accessibility as mandated by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973

NOTE: Applicants funded through the Community Grants Program and other Department project-based grant program(s) for the same project in the same fiscal year **cannot** apply grant dollars to the same expense line item(s).

GRANT USE RESTRICTIONS

- × In-direct costs/overhead expenses that are not project-specific, such as organizational space rental, insurance and utilities
- × Proposal preparation (includes grant writing and fiscal agent fees)
- × Compensation for forfeited revenues, such as grantee issued complimentary tickets, admissions or scholarships
- × Remuneration of County employees for any services rendered as part of a project receiving a grant from the Department of Cultural Affairs
- × "Bricks and mortar" or permanent equipment, unless the purchase price is less than the cost of rental (with prior approval by Department of Cultural Affairs staff)
- × Debt reduction
- × Out of County travel or transportation
- × Personal vehicle travel expenses (such as mileage, gas, tolls)
- × Social or fundraising events, receptions, beauty pageants or sporting events
- × Hospitality costs, including decorations or affiliate personnel (except for artists)
- × Food and beverage expenses
- × Cash prizes and prize materials (such as trophies, plaques, certificates, etc.)
- × Lobbying or propaganda materials
- × Charitable contributions
- × Events which are restricted to private or exclusive participation (e.g., by invitation and/or purchase requirements that exceed the cost of a typical, standard ticket to an event/performance, or which require an established relationship with the presenting organization to participate), including restricting access to programs or facilities on the basis of race or ethnicity, color, creed, national origin, religion, age, gender, sexual orientation or physical ability.
- × Indirect costs. Fees for indirect costs may not be assessed against Community Grant funded programs as a result of having been awarded a Community Grant. Indirect costs assessed because of other, non-County grant support received by a Community Grant funded program may not be assigned to, charged against or debited from County grant funds.

EVALUATION CRITERIA

The appropriateness for funding of the proposed program, project or event will be determined according to the Community Grants Program goals as stated below:

- 1) To develop high quality programs, projects, or events which promote community-based cultural, educational and civic outreach in our multiethnic community;
- 2) To support programs, projects or events which display a high degree of administrative capability in terms of scope, budget, individuals and organizations involved;
- 3) To provide for appropriate and sufficient marketing strategies and plans including amount of budget dedicated to this line item;
- 4) To demonstrate strategies for attracting financial support from other public as well as private sources as evidenced in matching requirements and in-kind services. The budget will be examined as to need, specific expenditures and funding participation from other sources;

- 5) To produce programs, projects or events to reach underserved communities and/or individuals whose access may be limited by geography, economics or disability.
- 6) To comply with grants requirements, including timely submission of final reports for applicants who have received previous Department funding.

It is the mandate and responsibility of the Community Grants Program Panel to evaluate all proposals based on the above-stated criteria. Other considerations such as whether the proposed project, program or event is better suited for funding through another Department program may enter the Panel's decision-making process.

GRANT APPLICATION REVIEW PROCESS

Applicants are highly encouraged to attend the panel meeting. However, **presentations or involvement of any kind by applicants, unless requested by the panel, at the panel meeting are not permitted** and may result in the disqualification of the application by the program panel and/or the withdrawal of the application by Department staff.

SUBMISSION AND REVIEW

- ◆ Upon submission, Department staff will review applications for technical eligibility and provide comments/suggestions to aid the applicant in improving the content and quality of the application.
- ◆ An application checklist will be posted on the Department's online grant system or sent via e-mail to applicants, indicating the recommended corrections, corrections procedures, deadline date to submit corrections and required materials for panel distribution and panel meeting specifics.

Note: Department staff may not review final corrected applications prior to distribution to the grant evaluation panel.

PANEL REVIEW AND RECOMMENDATION

- ◆ The Community Grants Program panel will review applications every quarter on the corresponding meeting date (time and dates are subject to change). A list of panel members is available upon request and will be available at the panel meeting.
- ◆ Grant recommendations are submitted to the Cultural Affairs Council for approval. The Council's decision is considered final and may not be appealed.

APPROVAL PROCESS

- ◆ Upon approval by the Council, recommendations are forwarded to the Miami-Dade County Parks, Recreation and Cultural Affairs Committee. Upon committee approval, recommendations are forwarded to the Board of County Commissioners and Mayor for final approval.
- ◆ Upon approval by the Board of County Commissioners and Mayor, properly completed grant agreements are submitted to the Office of the County Attorney, the Office of the County Mayor and the Clerk of the Board for review and execution.

AWARD NOTIFICATION AND GRANT AGREEMENT

- ◆ **Applicants will be notified of award by e-mail following the Council's decision.** Grant recipients will receive a grant award package which will include grant agreements (contracts), other required documents and instructions for proper completion. These documents must be properly completed before the grant award recommendation can be processed.

- ◆ Funded applicants that fail to return a complete and correct grant agreement package within 60 days of the date on the award letter will have their grant recommendation rescinded by the Department of Cultural Affairs unless the Grants Program Administrator has approved an award agreement extension. If the grant agreement due date falls on a Saturday, Sunday or legal holiday, the grant agreements will be due the following business day.

GRANT PAYMENT

- ◆ Once reviewed and executed, grant agreements and a request for payment are sent to the Finance Department. The grant award check is prepared and mailed directly from the Finance Department to the grantee at the address on record in the Finance Department. **It is imperative that grantees notify Cultural Affairs staff AND the Finance Department in writing of any address changes or bank account changes during this process.**
- ◆ Grantees **may not** request pickup of checks.
- ◆ Grantees are strongly encouraged to sign up for Automatic Deposit of County funds directly into the organization's bank account. This is the fastest way to receive County funds once the request has been processed by Finance. The Automatic Deposit sign-up form and instructions can be downloaded at: https://www.miamidade.gov/finance/library/ach_form.pdf. It is critically important to follow the instructions for Direct Deposit carefully, and to keep your account information always current with the County's Finance Department.
- ◆ Grantees can review payment status via the Miami-Dade County Department of Finance Vendor Payment Inquiry website:
https://www.miamidade.gov/global/service.page?Mduid_service=ser1471545573198718

NOTE: THE APPROXIMATE TIMELINE FROM DATE OF APPLICATION TO RECEIPT OF GRANT AWARD BY SUCCESSFUL APPLICANTS IS SIX (6) MONTHS. Failure to comply with deadlines and/or incorrect execution of grant agreements or other paperwork will result in a delay of payment or cancellation of funding. Visit <https://miamidadearts.org/community-grants-cg-program> to review the complete program schedule.

FINAL REPORT

- ◆ A final report, including supporting documentation, is required within forty-five (45) days of project completion. Upon completion of review, the Grant Administrator will notify the grantee if the report is complete or if corrections and/or additional documentation is required. It is the sole responsibility of the grantee to provide the report and supporting documentation in a timely manner. Any subsequent grants awarded will not be released until all past final reports for all Department programs are received. It is recommended that grantees maintain all records related to the project, including documentation of project-related expenses, for a minimum of five (5) years.

PUBLICITY AND CREDIT REQUIREMENTS

The Grantee must include the following credit line in all promotional and marketing materials related to this grant including websites, news and press releases, public service announcements, broadcast media, event programs, and publications: **"With the support of the Miami-Dade County Department of Cultural Affairs and the Cultural Affairs Council, the Miami-Dade County Mayor and Board of County Commissioners."** For radio or television broadcast, we require the following voice-over language: **"This program is supported in part by the Miami-Dade County Department of Cultural Affairs."** For television broadcast, display of the County logo and the

www.miamidadearts.org web address is required. The grantee must also use the County's logo in marketing and publicity materials, including but not limited to newsletters, press releases, brochures, fliers, websites or any other materials for dissemination to the media or general public. The County logo is available at www.miamidadearts.org under Grantee Resources. Grantees are required to credit the County's support in any communications about the grant-funded project on social media platforms using @MiamiDadeArts and #MiamiDadeArts.

Grantees are required to recognize and acknowledge Miami-Dade County's grant support in a manner commensurate with all contributors and sponsors of its activities at comparable dollar levels.

In addition, grantees receiving funds through the YAM, YEP, SAS-C and AKI grant programs must include The Children's Trust logo and the following statement in all materials related to the grant project, including but not limited to newsletters, press releases, brochures, flyers, websites or any other materials for dissemination to the media or general public:

"The (insert event/program name) is funded by The Children's Trust. The Children's Trust is a dedicated source of revenue established by voter referendum to improve the lives of children and families in Miami-Dade County by making strategic investments in their future." To download an electronic version of The Children's Trust logo, please go to: [The Children's Trust Media Kit & Logos](#)

Note: In cases where funding by The Children's Trust represents only a percentage of the grantee's overall funding, the above language can be altered to read **"The (insert event/program name) is funded in part by The Children's Trust..."**

GRANT COMPLIANCE REQUIREMENTS

A final report is required within forty-five (45) days of the project completion date. Funded activities must take place within the County's fiscal year for which they are approved (October 1 - September 30). All funding recommendations are contingent upon approval of the Department of Cultural Affairs' budget by the Miami-Dade County Mayor and Board of County Commissioners and are subject to the availability of funds. Grant awards will be available for release during the County's fiscal year in which the grant was awarded, October 1 - September 30.

Grant awards will not be released until all past final reports from all Department programs are received. Grant funds not encumbered (contracted for) by the end of the County's fiscal year in which they were awarded, or for which a project extension has not been approved, shall revert to the Department of Cultural Affairs on September 30 of that same year.

All funded activities must provide equal access and equal opportunity in employment and services, and may not discriminate on the basis of race, color, religion, ancestry, national origin, sex, pregnancy, age, disability, marital status, familial status, sexual orientation, physical ability, gender identity or gender expression, or status as a victim of domestic violence, dating violence or stalking, in accordance with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972 as amended (42 U.S.C. 2000d et seq.), the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, and Miami-Dade County ordinances No. 97-170, § 1, 2-25-97 and No. 98-17, § 1, 12-1-98. 2. All documents submitted to the Miami-Dade County Department of Cultural Affairs at any stage of the grant cycle process, including

electronic submissions, are subject to the State of Florida Public Records Law, Chapter 119, Florida statutes. (Section 119.011(12), Fla. Stat.).

Miami-Dade County provides equal access and equal opportunity in employment and services and does not discriminate on the basis of race, color, religion, ancestry, national origin, sex, pregnancy, age, disability, marital status, familial status, sexual orientation or physical ability, in accordance with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972 as amended (42 U.S.C. 2000d et seq.), the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, and Miami-Dade County ordinances No. 97-170, § 1, 2-25-97 and No. 98-17, § 1, 12-1-98.

The Miami-Dade County Department of Cultural Affairs and the Cultural Affairs Council develop cultural excellence, diversity, and participation throughout Miami-Dade County by strategically creating and promoting opportunities for artists and cultural organizations, and our residents and visitors who are their audiences. Through staff, board and programmatic resources, the Department, the Council and the Art in Public Places Trust promote, coordinate and support Miami-Dade County's more than 1,000 not-for-profit cultural organizations as well as thousands of resident artists through grants, technical assistance, public information and interactive community planning. The Department directs the Art in Public Places program and serves its board, the Art in Public Places Trust, commissioning, curating, maintaining and promoting the County's art collection. The Department also manages, programs and operates the African Heritage Cultural Arts Center, Joseph Caleb Auditorium, Miami-Dade County Auditorium, and South Miami-Dade Cultural Arts Center, all dedicated to presenting and supporting excellence in the arts for the entire community. The Department receives funding through the Miami-Dade County Mayor and Board of County Commissioners, The Children's Trust, the National Endowment for the Arts, the State of Florida through the Florida Department of State, Division of Cultural Affairs and the Florida Council on Arts and Culture, the John S. and James L. Knight Foundation, the Peacock Foundation, Inc. and The Jorge M. Pérez Family Foundation. Other support and services are provided by TicketWeb for the Culture Shock Miami program, the Greater Miami Convention and Visitors Bureau, the South Florida Cultural Consortium, and the Tourist Development Council.