



**MIAMI-DADE COUNTY  
DEPARTMENT OF CULTURAL AFFAIRS  
FY 2021-2022 INTERNATIONAL CULTURAL PARTNERSHIPS  
GRANTS PROGRAM GUIDELINES AND APPLICATION  
INSTRUCTIONS**

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

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

FOR QUESTIONS PLEASE CONTACT:

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[www.miamidadearts.org](http://www.miamidadearts.org)

- ◆ Para asistencia en español, llame a nuestra oficina, 305-375-4634.
- ◆ Pou plis enformasyon 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 305-375-4634 [culture@miamidade.gov](mailto:culture@miamidade.gov) five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service.)

## PROGRAM OBJECTIVE

The International Cultural Partnerships (ICP) Grant Program provides funding assistance to Miami-Dade County-based professional arts and cultural organizations to support international artistic partnerships, partnerships and collaborations with artists, arts professionals and/or organizations abroad.

The program supports the efforts of organizations aiming to showcase their work internationally by engaging in reciprocal relationships with another city, country or region through collaborative projects that demonstrate artistic excellence and advance the organization's programming goals.

The program's objectives are the following:

- Support the efforts of Miami-Dade's professional artists and cultural organizations to engage in international cultural partnerships activities, linking them to a global network
- Provide opportunities for intercultural and artistic collaborations, highlighting the partnerships of ideas, themes, stories and studies
- Elevate Miami-Dade County's image abroad

The applicant's mission must be the creation, performance, exhibition, and/or presentation of artistic programs. Projects may involve any artistic discipline(s) and may take place in Miami-Dade County and abroad. Projects must demonstrate reciprocal relationships with another city, country or region, either as a component of the same project or over a specified period. Additionally, projects should demonstrate artistic excellence and originality within the organization's overall programming goals.

**The ICP Grant Program does not fund tours of existing programs and does not fund presenting of artists from abroad.**

International cultural partnerships projects are especially costly. International work often requires unanticipated additional expenditures for travel, visas, inoculations, unforeseen changes to logistics, implementation, etc. For these reasons the ICP Grant Program strives to fund qualified projects at the maximum possible award levels that the annual total program allocation can support. The competition is extremely rigorous, and grant recommendations are based upon panel evaluation.

There is no guarantee that proposals, even if technically eligible, will be funded. Successful projects may vary in size, artistic discipline, geographic focus and program type (i.e., performances, residencies, exhibitions, etc.).

## ELIGIBILITY

To be eligible to apply, an organization must:

- be legally incorporated as a STATE OF FLORIDA NOT-FOR-PROFIT ARTS OR CULTURAL ORGANIZATION, with a designated tax-exempt status under section 501(c)(3) of the United States Internal Revenue Code; Proof of incorporation and IRS tax-exempt designation is required at the time of application;

- be an organization whose mission, primary purpose and function, as defined by the Articles of Incorporation and Bylaws of the organization, is the creation, performance, exhibition, and/or presentation of the arts or cultural programs;
- have a minimum one-year track record of year-round cultural programming and presentation;
- have its primary office in Miami-Dade County; and
- **not** be a municipality or governmental entity.

Eligible projects may include:

- International collaborations among partner cultural organizations to develop new work to be presented or exhibited for the general public in the participating countries. Projects which present the highest quality of professional Miami-Dade County artists and cultural programs to international audiences and which present the highest quality of professional international artists and cultural programs to Miami-Dade County audiences will be the most competitive
- Residency programs that foster cultural partnerships for professional foreign artists and/or arts professionals (such as curators, historians, designers) to work in Miami-Dade County or for Miami-Dade County professional artists and/or arts professionals to work abroad

Departments within local colleges and universities that specifically engage in the creation, exhibition or presentation of professional arts or cultural programs that are available to the general public are eligible to apply, provided the **primary focus** of the proposed program demonstrates that:

- the artistic/cultural collaborators in the program are professional artists; and
- the public at-large is the direct beneficiary and target audience of the program

**An organization serving as a collaborator on another ICP project may apply to this program for funding support for their own ICP project.**

NOTE: An organization receiving funding from another Department of Cultural Affairs program may not receive funding from the International Cultural Partnerships Grants Program for the same component of the project in the same funding year. However, an organization may develop a different component of an existing project and apply to the International Cultural Partnerships Grants Program for funding consideration. The applicant organization must be able to demonstrate that this different component takes the project to another level while adhering to the program requirements set forth in these guidelines.

**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 in October 2021, 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.

## **DEADLINES**

For application and deadline schedule information, visit the International Cultural Partnerships (ICP) grant program information page at:

<https://miamidadearts.org/international-cultural-partnerships-icp-grants-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 11:59PM 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.

To access the grant application, you must have a user account for basic log-in access and complete and submit a *Grant Eligibility and Request Form*. Once you have completed these steps, the request will be reviewed by the Program Administrator to determine whether your organization is eligible to apply for the requested grant. This review may take up to 5 business days. Only after the Program Administrator has confirmed your eligibility will you be provided access to the online grant application. It is critical to keep these steps and this timeline in mind when preparing to submit a grant online. Requesting access to the grant application less than 7 business days prior to an upcoming deadline is neither an adequate timeframe for successful completion nor a reasonable expectation of staff.

**Requests to apply received at or after 5:00 PM on the program's final application deadline day will not be accepted.**

### **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 International Cultural Partnerships 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 any and 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 does 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 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 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 International Cultural Partnerships (ICP) Grant Program is utilizing an online application process through the Department's website. Please visit [www.miamidadearts.org](http://www.miamidadearts.org) and click on the

GRANTS tab to access SurveyMonkey Apply, the Department's online grants program portal page.

### **Pre-Grant Submission Workshops/Consultations:**

In addition, all ICP applicants must attend a consultation with Department staff, either in person or by telephone AT THE LATEST, ONE WEEK PRIOR TO DEADLINE. There are no exceptions to this requirement. Please contact Roxana Barba by email at [roxana.barba@miamidade.gov](mailto:roxana.barba@miamidade.gov).

### **Application Process:**

To apply, 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. 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.

If you have questions or need assistance accessing the online application, please contact Roxana Barba by email at [roxana.barba@miamidade.gov](mailto:roxana.barba@miamidade.gov).

## **TECHNICAL REQUIREMENTS**

### **TO SATISFY THE PROGRAM'S TECHNICAL REQUIREMENTS, APPLICANTS:**

- ✓ **MUST** ATTEND THE MANDATORY CONSULTATION WITH DEPARTMENT STAFF (REQUIRED FOR FIRST-TIME APPLICANTS).
- ✓ **MUST** COMPLETE THE ENTIRE ONLINE APPLICATION PROCESS.
- ✓ **MUST** SUBMIT A COMPLETE AND SELF-SUFFICIENT APPLICATION AND SUPPORT DOCUMENTS.
- ✓ **MUST** MAKE CERTAIN THE SUBMISSION IS COMPLETED NO LATER THAN 11:59 PM ON THE DEADLINE DATE USING THE ONLINE APPLICATION GRANT SYSTEM.
- ✓ **MUST** ANSWER ALL QUESTIONS COMPLETELY AND UPLOAD ALL REQUIRED SUPPORT DOCUMENTS.
- ✓ **MUST** LIST AS THE ORGANIZATION CONTACT PERSON AND INDIVIDUAL WHO IS KNOWLEDGEABLE ABOUT THE PROJECT, ORGANIZATION AND BUDGET AND WHO CAN BE REACHED DURING REGULAR BUSINESS HOURS (MON-FRI: 9:00 AM – 5:00 PM)

- ✓ **MUST** PRINT A COPY OF THE COMPLETED APPLICATION AND ANY SUPPORT MATERIALS FOR YOUR RECORDS.
- ✗ **CANNOT** SUBSTITUTE AN APPLICATION WITH A SELF-CREATED OR SCANNED FORM. FAXED, MAILED, E-MAILED OR HAND DELIVERED APPLICATIONS WILL NOT BE ACCEPTED.

## **CATEGORIES/MATCHING FUNDS**

The matching requirements vary according to project budget size as described in the following categories:

### **IF YOU REQUEST**

### **YOUR MINIMUM MATCHING REQUIREMENT IS**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>➤ up to \$20,000</li> <li>➤ between \$20,001 &amp; \$30,000</li> <li>➤ between \$30,001 &amp; \$40,000</li> </ul> | <ul style="list-style-type: none"> <li>one matching dollar to one grant request dollar</li> <li>one and a half matching dollars to one grant request dollar</li> <li>two matching dollars to one grant request dollar</li> </ul> |
|--|--|

Successful applicants are required to maintain matching funds in the same ratio as the category in which they applied. Total in-kind contributions for the project may not exceed 25% of the total project budget.

**An International Cultural Partnerships grant shall not be considered the sole source of funding.** Applicants should thoroughly explore other funding sources prior to seeking support from this program. An International Cultural Partnerships grant carries no commitment for future support beyond the current funding cycle.

## **GRANT PAYMENTS**

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

Grant payments are anticipated to be released no sooner than December of the fiscal year for which the grant was awarded. 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.

**An International Cultural Partnerships grant carries no commitment for future support beyond the time of the program, project or event.**

## **ALLOWABLE GRANT EXPENDITURES**

- ✓ Production costs (may include visa fees, duties, insurance, translators, etc.)
- ✓ Artistic, administrative, technical salary support and/or consultant fees
- ✓ Honoraria
- ✓ Equipment rental and expendable materials

- ✓ Marketing
- ✓ Publications, Website development and Web publishing
- ✓ International and local travel and transportation costs (airfare, hotel accommodations, etc.)
- ✓ Equipment rental and personnel necessary to provide accessibility as mandated by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973

## **GRANT USE RESTRICTIONS**

International Cultural Partnerships Grants Program funds may not be used for:

- × Proposal preparation
- × Compensation for forfeited revenues, such as grantee issued complimentary tickets, admissions or scholarships
- × Remuneration of County employees for any service 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 (requires prior approval by Department of Cultural Affairs staff)
- × Debt reduction
- × Personal vehicle travel expenses (such as mileage, gas, tolls)
- × Social/Fundraising events, beauty pageants or sporting events
- × Hospitality costs including decorations or affiliate personnel except for artists
- × Cash prizes
- × 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), 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 ICP funded programs as a result of having been awarded an ICP grant. Indirect costs assessed because of other, non-County grant support received by an ICP funded program may not be assigned to, charged against or debited from County grant funds.

## **EVALUATION CRITERIA**

The International Cultural Partnerships Grants Panel is instructed to evaluate all proposals based on the criteria below. Other considerations, such as if the proposed project, program, or event is better suited for funding through another grants program, may enter the Panel's decision-making process.

Please be advised that the Panel will utilize these criteria to identify a limited number of applicants for International Cultural Partnerships Grants funding support. Typically, fewer than twelve diverse projects are selected.

Each application is evaluated using the following criteria:

**1) Artistic and Cultural Merit**

- Project Narrative
- Degree to which project reflects the mission of the organization
- Resumes of key U.S. and/or international artistic participants
- Support material such as critical reviews, articles, catalogs, etc., which demonstrate the artistic/cultural merit of the organization, its programs and services
- History of organization

**2) Efforts Leading to Long-Term Cultural Enrichment for Miami-Dade County**

- Commitment to develop sustained and meaningful international ties
- Project's capacity to increase audience/artist understanding of the art form(s) and culture(s) involved
- Project's plans to increase and expand audience participation and to promote awareness of Miami-Dade as an international cultural center
- Estimated number of people directly served or impacted by the project or program
- Degree to which project complements Miami-Dade's business and tourism objectives

**3) Management Capability**

- Ability to plan and implement international projects
- Resumes of key U.S. and/or international administrative staff
- Proposed project timeline and logistics
- Feasibility and effectiveness of project evaluation methods
- Financial stability of the organization (*organizational revenue and expenditure budgets*)
- Demonstrating capacity to attract broad-based financial support (*project revenue budget*)

**PANEL PRESENTATIONS**

Applicants are strongly encouraged to attend the panel evaluation meeting as observers and will be notified by email of its scheduled time, date and location. Applicants will be allowed to respond to panelists' questions or to make a 2-minute presentation to the panel. Presentations should highlight noteworthy aspects of the project and/or provide clarification where necessary. Applicants must attend the panel meeting in order to make a presentation. However, applicants are not permitted to interact with panelists at any other time during the proceedings or during panel breaks. Presentations or involvement of any kind by an applicant, other than the above noted exception, may result in the disqualification of the application by the program panel and/or the withdrawal of the application by Department staff.

**GRANT APPLICATION REVIEW AND AWARD PROCESS**

For application schedule information, visit the International Cultural Partnerships (ICP) grant program information page at:

<https://miamidadearts.org/international-cultural-partnerships-icp-grants-program>

## **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 in *SurveyMonkey Apply* or sent via e-mail, fax and/or mail to applicants indicating the recommended corrections, corrections procedures and deadline date to submit corrections and required materials for panel distribution. Panel meeting specifics such as date confirmation, time and location will be provided to applicants prior to the panel meeting.

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

## **PANEL REVIEW AND RECOMMENDATION**

- ◆ The International Cultural Partnerships Grants Program panel will review applications on the corresponding meeting date. 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 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 or his Designee and the Clerk of the Board for review and execution.

## **AWARD NOTIFICATION AND GRANT AGREEMENT**

- ◆ **Applicants will be notified of award by e-mail.** The grant award package 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 of any address changes during this process.
- ◆ Grantees may **not** request pickup of checks

- ◆ Grantees may 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 for payment has been processed by Finance. The Automatic Deposit sign up form and instructions can be downloaded at <http://www.miamidade.gov/finance/direct-deposit.asp>. It is critically important to follow the instructions for Direct Deposit carefully, and to always keep your account information current with the County's Finance Department.
- ◆ Grant payments are anticipated to be released beginning in December of the fiscal year for which the grant was awarded. Grantees can review payment status via the Miami-Dade County Department of Finance Vendor Payment Inquiry website: [https://was8exp.miamidade.gov/VInvoICP/1\\_0a\\_vendor\\_login.jsp](https://was8exp.miamidade.gov/VInvoICP/1_0a_vendor_login.jsp)

It is critically important to follow the instructions for Direct Deposit carefully, and to keep your account information current always with the County's Finance Department. Grant payments are anticipated to be released beginning in December of the fiscal year for which the grant was awarded.

**NOTE: GRANT AWARDS WILL BE AVAILABLE FOR RELEASE DURING THE COUNTY'S FISCAL YEAR FOR WHICH THE GRANT WAS AWARDED, OCTOBER 1 – SEPTEMBER 30. DUE TO THE STRICT CONSTRAINTS ACCOMPANYING EACH STEP OF THIS REVIEW PROCESS, IT IS CRITICAL THAT THE APPLICANT ADHERE TO ALL DEADLINES. FAILURE TO COMPLY WITH DEADLINES AND/OR INCORRECT EXECUTION OF CONTRACTS OR OTHER PAPERWORK WILL RESULT IN A DELAY OF PAYMENT OR CANCELLATION OF FUNDING.**

## **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](http://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](http://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...”

## **COMPLIANCE REQUIREMENTS AND RELEASE OF FUNDS**

A Final Report is required within forty-five (45) days of the project completion date. Information on completing the final report can be found on the Department of Cultural Affairs website at <https://www.miamidadearts.org/grant-reporting-documents>. 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.).

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 final reports for previous years’ funding 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 the same fiscal 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 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.

*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.*