

Art Grant Criteria

In order to partner with the businesses and property owners within the Great Falls Business Improvement District (BID) towards our shared vision of downtown revitalization, the BID offers an incentive program to promote downtown art projects. Artwork is a great asset to any neighborhood! Art adds beauty. Murals reduce or eliminate the incidence of graffiti. Sculpture and artworks have been shown to attract visitors and instill community pride. The goal of this program is to encourage property owners within the BID to improve the exterior appearance of their commercial properties with the installation of art. Preservation of ghost signs may be considered on a case by case basis. This grant is not a rebate program for projects that have already started or completed. No funds will be paid out on work done prior to receipt of application.

Please note: Projects will be reviewed on a case by case basis and awarded based on the annual budget.

PROJECT CRITERIA

After reviewing the grant packet, contact the BID and meet with the staff to ensure that all elements of the program are understood. The BID is available to coordinate the project on your behalf and has a listing of local artists or you may choose to work with an artist of your choice. All proposed art projects must be submitted to the BID for approval through the Downtown Art Committee before permission will be granted for implementation. Artwork must be original and may not be work that has been sold or reproduced in any way. If the design is to include text, it must be included with the design concept. Murals may not be used for advertisement or to promote a business, product or viewpoint. Murals may not include any breach of intellectual property, trademarks, brands, or images of illegal activity. Because this program aims to deter graffiti vandalism, murals should not mimic or take the style of graffiti. The finished artwork will be in the public domain and therefore may be subject to vandalism. Accordingly, artists should be thoughtful about having large open areas in the design – for example, large areas of a single color might give a vandal the perfect spot to deface the work. Submit your completed grant application to the BID office. You will receive written approval from the BID once they have reviewed & approved the application. Any deviations from the original proposal may forfeit payment of grant. After completion, paid bills for the total project must be presented to the BID. The BID will review the finished project to ensure that it conforms to the submitted plans before any grant funds will be released. Funds will be provided on a first come, first serve basis. If grant funds are exhausted for the fiscal year payment of your grant may be postponed until the funds are available. To protect and extend the life of the mural, the BID requires that all mural projects be sealed.

The BID reviews art grant applications in reference to the following goals:

1. Creation of appealing, attractive art works.
2. Increase the number of people shopping, working, and/or living downtown.
3. Encourage projects that have a visible and beautifying effect.

A complete BID Grant Program Application will include the following:

[Download Art Grant Application](#)

1. The Grant Program Application
2. Project description
3. Photo of the building in its current condition
4. Photos or sketches of the proposed art project. Include plans/renderings of the project. The plans must represent the project to scale, including all colors and be drawn to the level of detail that will allow full understanding of how the project will look when completed. Included with this should be a one page typed letter briefly describing the project.
5. Cost breakdown – A one page summary of the estimated project costs – all costs must be included, including final sealant utilizing Golden Artists Soft Gel Gloss and MSA Varnish (proven to withstand our changing weather patterns).
6. Eligibility Checklist

Project criteria and eligibility:

1. Project must be within the boundaries of the BID (a map is available upon request).
2. The building owner must be current on all property taxes in Great Falls.
3. Any tenant applying for an art grant must have the owner's written permission attached to the application.
4. Properties are eligible for 50% of the projected costs at time of application or 50% of actual costs, whichever is less, up to a maximum of \$5,000.
5. Staff must review the finished project before the grant payment is given.
6. Upon approval of grant, applicant has six (6) months to begin project or the grant will be rescinded and applicant must re-apply.
7. All art grant projects must be completed within 6 months of approval. The BID must approve any extension beyond 6 months.
8. Each eligible property may only obtain one art grant every five years.

Please note: Projects will be reviewed on a case-by-case basis and awards will be approved based on the annual budget. In addition, the BID reserves the right to offer, deny or suggest changes of the proposal requesting grants for any reasons not specifically listed in this documentation.

GREAT FALLS BUSINESS IMPROVEMENT DISTRICT
DOWNTON ART GRANT
GRANT PROGRAM APPLICATION



This form will be used throughout the application process. Fill it out completely and return to the Great Falls Business Improvement District (BID), 318 Central Avenue, Great Falls, MT 59401. If you have any questions, feel free to contact the BID office at (406)727-5430.

Business Name _____ Date _____

Business Address _____

Contact Person _____

Phone _____

Please circle all that apply: business owner property owner

Property Address _____

Property Owner _____

Property Owner Phone Number _____

Proposed project start date _____

Anticipated project completion date _____

Don't forget to include the following with this application:

- Project description
- Photo(s) of the building in its current condition
- Photo(s) or sketch(es) of the proposed new project
- Cost breakdown (Attached)
- Eligibility checklist

_____ ***In order for any property within the BID to be eligible for any grant property taxes must be current. The BID Board reserves the right to deny any application due to incomplete information. Funds will be provided on a first come, first served basis. If Grant Funds are exhausted for the fiscal year payment of your grant may be postponed until the funds are available. Grant funding may also be contingent upon the renewal of the BID in July 2019.***

Signature of building owner _____ Date _____

Signature of applicant _____ Date _____

Do not fill out below this line – for office use only

Date application received in BID office _____ Parcel _____ Taxes Paid _____

Date presented to committee _____ Date voted on _____ Approved Denied

Committee Notes:

Grant Spreadsheet _____ Approval Letter _____ QBs Bill _____

The BID Board meets the 2nd Thursday of every month in the BID office, unless otherwise posted. In order to have information complete and comply with the open meetings act we need all applications completed and turned in one week prior to the Board meeting. Please refer to the timeline below:

APPLICATION DUE DATE	BID BOARD MEETING DATE
1/3/2019	1/10/2019
2/7/2019	2/14/2019
3/7/2019	3/14/2019
4/4/2019	4/11/2019
5/2/2019	5/9/2019
6/6/2019	6/13/2019
7/4/2019	7/11/2019
8/1/2019	8/8/2019
9/5/2019	9/12/2019
10/3/2019	10/10/2019
11/7/2019	11/14/2019
12/5/2019	12/12/2019

- Final deadline for Fiscal Year End 2019 grant submission is June 6, 2019

Application Process:

1. Contact the BID office for the Grant Application or download the application from the BID's website.
2. Complete the application and return it with the supporting documentation prior to the application due date noted above.
3. If a completed application is received by the application due date the Board will approve or deny your request at the following board meeting. You are encouraged to attend to answer any questions.
4. You will receive written notification of your grant award within 7 working days of the BID Board meeting date.
5. Approved applicants will be reimbursed for the grant after completion of the project and when paid receipts are submitted to the BID, depending upon availability of funds.

The BID Board reserves the right to deny any application due to incomplete information.

Funds will be provided on a first come, first served basis. If Grant funds are exhausted for the fiscal year payment of your grant may be postponed until the funds are available. Grant funding may also be contingent upon the renewal of the BID in July 2019.

All application materials must be completed and submitted to the

Business Improvement District Office

Great Falls Business Improvement District

318 Central Avenue

Great Falls, MT 59401

PH: 406-727-5430

Fax: 406-727-5431

info@greatfallsbid.com

**Great Falls Business Improvement District
Downtown Art Grant Program Eligibility**

"...these old buildings do not belong to us only; that they have belonged to our forefathers, and they will belong to our descendants..." –WILLIAM MORRIS-

Please answer the following questions:

Yes No
 Has work already begun on this project?

This grant is not a rebate program for deferred maintenance or for projects that have already started or completed. No funds will be paid out on work done prior to receipt of application.

Yes No
 Is the building located within the BID boundaries?
 Are the property taxes on the building current?
 Has the building received any other art grants in the past five years?
 Will the project be completed within the next 6 months?

**if you answered 'No' to any of the above questions please explain below:

Grant Criteria:

- ✓ Properties are eligible for 50% of the projected costs at time of application or 50% of actual costs, whichever is less, up to a maximum of \$5,000.
- ✓ Any tenant applying for an art grant must have the owner's written permission attached to the application.
- ✓ All proposed art projects must be submitted to the BID for approval through the Downtown Art Committee before permission will be granted for implementation.
- ✓ Artwork must be original and may not be work that has been sold or reproduced in any way.
- ✓ Murals may not be used for advertisement or to promote a business, product or viewpoint. Murals may not include any breach of intellectual property, trademarks, brands, or images of illegal activity.
- ✓ To protect and extend the life of the mural, the BID requires that all mural projects be properly sealed.
- ✓ Any deviations from the original proposal may forfeit payment of grant.

The BID Board reserves the right to deny any application due to incomplete information.

Funds will be provided on a first come, first served basis. If Grant funds are exhausted for the fiscal year payment of your grant may be postponed until the funds are available. Grant funding may also be contingent upon the renewal of the BID in July 2019.