



## LONGMONT MULTICULTURAL ACTION COMMITTEE

### 2020 Event Grant Request Guidelines

#### Who We Are and What We Fund

The Longmont Multicultural Action Committee (LMAC) offers grant funding for community events that build and strengthen an inclusive and diverse community. Applications are accepted year-round and are reviewed and awarded every three months. Grants range from \$100 to \$3,000.

#### Eligibility Requirements

Grants from LMAC must only be used for the stated purpose of the grant. Additional eligibility requirements include:

- A description of how the event will provide a cultural and educational experience for the community, along with a detailed proposed budget.
- Applications must be submitted 30 days before the scheduled committee review meeting dates. *See dates below.*
- The event must be free admission to the public.
- Event must be held within the City of Longmont.
- Grantees must be present during a scheduled review application meeting and participate in a 10-15 minute interview by the committee.

*If the grant application fails to meet any of the listed requirements, the application may be denied.*

#### Requirements for Grant Recipients

If funded, event organizers will be required to:

- Give credit to LMAC in all publicity and media materials (*add logos in all marketing materials*).
- Submit reimbursement receipts within 30 days after the event.

*If your organization/group fails to either give credit to LMAC or submit reimbursement documents on time, you may not be eligible to receive further funding from LMAC's grant cycles.*

**Note:** The City of Longmont is a tax-exempt organization and cannot pay or reimburse sales tax. Alcohol is not an eligible expense for reimbursement. *All grants are on a reimbursement basis only.*

#### Submit an Application

LMAC accepts funding applications throughout the year (please note dates listed below).

Submit applications to:

LMAC | 350 Kimbark St. Longmont, CO 80501

LMAC@longmontcolorado.gov | 303.651.8445