



Threadhead Cultural Foundation

2021 Round 13 Grant Funding

Grant Application Guidelines

The Threadhead Cultural Foundation (THCF) Grant Funding program provides funding to musicians, artists, and others involved in endeavors relating to music and other artistic expressions whose work is in the tradition of preserving, promoting and disseminating the cultural heritage of New Orleans and the surrounding area of Louisiana.

Specifically, Threadhead Cultural Foundation seeks to assist those musicians, artists, future musicians and artists, and others involved in endeavors relating to music and other artistic expressions whose work is in this style and do not have the resources to produce and distribute their work, or in some cases to actively create their music because they lack basic financial resources to sustain their lives.

Purpose:

The purpose of these grants is to support musicians, artists, future musicians and artists, and others involved in endeavors relating to music and other artistic expressions in creating artistic projects/events to encourage and promote New Orleans music and cultural heritage.

Application Deadline: November 19, 2021

Applications for Round 13 Grant Funding **commence October 25, 2021** and must be complete and postmarked to our offices (c/o Paul Cooper, 4721 Saint Martin St., Metairie, LA 70006) by 5 p.m. **November 19, 2021**. Applications may be hand-delivered in New Orleans only in the event of extenuating circumstances. If absolutely necessary, please contact us at info@thcfnola.org for the hand delivery address.

Please note: We require you to submit a complete original application, plus supplemental and/or support materials in order to proceed with reviewing your application for consideration. Please be sure to keep copies for your records. Applications may be mailed or hand-delivered as set forth above.

IMPORTANT: Notification of grant awards will be sent out to grant applicants by e-mail the last week of December, 2021 and the proposed activity funded by this grant must occur between January 1, 2022 and December 31, 2022.

General Information and Questions:

Please read these Guidelines carefully before starting the application. Threadhead Cultural Foundation Grant applications and guidelines may be obtained by emailing info@thcfnola.org, which is also where any questions should be directed. THCF will be happy to answer questions or explain the process before the deadline.

Eligibility Requirements:

Only applications from individuals and organizations with connections to the State of Louisiana, and that support the mission of Threadhead Cultural Foundation, and are appropriate to the objectives of the Foundation will be considered.

Eligible applicants may submit only one (1) application to Threadhead Cultural Foundation per grant cycle.

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The grant funds may be applied to any and all fees paid to artists, and fees paid to nonperforming artists and professionals including: composers, technical personnel, equipment rental and facilities rental. While not required, THCF prefers that grant funds be used to pay artists and vendors that are local to New Orleans and the surrounding region.

First-time project/events are eligible for funding, but applicants should demonstrate their experience related to the type of project/event for which funding is being requested.

Funding Amounts:

The maximum amount of a grant request is \$6,000. Grant awards may be for less than the amount requested.

Threadhead Cultural Foundation encourages applicants to secure additional funding from other sources for the proposed project/event where possible.

Successful applicants are encouraged, but not required, to donate a portion of the income from the funded project/event to a charitable organization that works to further the cultural economy of New Orleans, and/or the state of Louisiana and also supports the needs of musicians in the area.

IMPORTANT: Before the Foundation will disburse grant funding to the grant recipients, the grant recipient must submit invoices, receipts or other documentation to confirm that the funds are being used to produce the project/event. The Foundation may pay for submitted expenses directly, or may reimburse the grant recipient, depending upon the needs of each specific project/event.

Threadhead Cultural Foundation shall have access to all financial records related to the project/event for the purpose of conducting any audit or review of the use of the funds.

At the discretion of the Threadhead Cultural Foundation, any portion of the grant funds not requested to be disbursed as set forth herein by December 31, 2022 may no longer be available to any grant recipients who are not timely in completing their projects/events. Grant recipients are strongly encouraged to communicate frequently with THCF regarding any delays or other unforeseen circumstances that may postpone completion of their project/events.

Grant recipients who do not complete their projects/events by December 31, 2022 will be in breach of the Grant Recipient Agreement as described below. Funds disbursed to grant recipients for projects/events that are not completed by December 31, 2022 are subject to recovery by the Foundation by all legal means.

Disbursement of Grant Funds:

Notification of grant awards will be sent by e-mail the last week of December, 2021 to the applicant(s).

Grant recipients will be required to complete a Grant Recipient Agreement with Threadhead Cultural Foundation detailing the terms and conditions of the grant. Funds will be disbursed as described above and in the Grant Recipient Agreement.

A grant from Threadhead Cultural Foundation does not imply or determine that Threadhead Cultural Foundation (THCF) endorses the views of grant recipients or participants involved in the Project/event.

Grant recipients are required to comply with all applicable domestic and international laws, and their activities should not bring Threadhead Cultural Foundation into disrepute and/or legal jeopardy.

Credits and Media:

Any publicity, marketing, or other advertising concerning the funded project/event shall make mention of **Threadhead Cultural Foundation** as a source of funding for the project/event and a copy of any such mention shall be provided to Threadhead Cultural Foundation.

Where practical, Threadhead Cultural Foundation shall be given reasonable notice prior to any public performance of work produced as a part of the project/event.

Threadhead Cultural Foundation retains the right to publish funded projects/events on our website and in our Annual Report. We may also publicize projects/events and grant recipients in our newsletters, advertising, social media, and other publications.

Images submitted with the application and or the completed project/event may be used for promotional purposes.

Final Report:

Upon completion of the grant-funded project or event, as soon possible after the completion of said project/event, but no later than January 31, 2023, grant recipients must submit a final report with the required supplemental materials documenting that the project/event was completed within the terms and conditions of the Grant Recipient Agreement. As there is no form for the final report, recipients should provide a narrative and copies of relevant documents via email or postal mail in a convenient format.

Although there is no required form for the final report, grant recipients should provide the following via email or postal mail in a convenient format:

- a narrative report
- a completed budget showing all actual revenues and expenses associated with the project/event, including the grant funds
- copies of materials crediting Threadhead Cultural Foundation as a sponsor or contributor
- copies of print or other media coverage, such as news articles, calendar listings and reviews

Evaluation Criteria:

All applications are reviewed and evaluated by Threadhead Cultural Foundation Grant Review committee members, members of the Board of Directors, and/or advisory committee members.

Threadhead Cultural Foundation will review applications based solely upon the merits of the application and eligibility requirements including:

- adherence to Threadhead Cultural Foundation mission
- project/event merit
- cultural impact
- feasibility (likelihood of success)
- adherence to application guidelines

Application, Support and Supplemental Materials:

You must provide one (1) signed original grant application, plus one (1) set of supplemental or support materials. These materials should be clearly printed and provided in a single envelope with the exception of musical CDs.

In addition to the application, the following support materials are encouraged:

- A selection of prior produced CDs or songs
- Professional Resume/Biography
- Any press releases, reviews, or press related to the artist and his/her music. For website links, please use short link addresses.

Supplemental Materials will **NOT** be returned, so please provide copies, not originals.

DO NOT submit hard binder notebooks, posters, or bulky or over-sized items.