

City of Sedona — Arts & Culture Organizations Grant Application Checklist

Fiscal Year 2026-27

Applications for FY27 are due by Noon on Thursday, April 30, 2026

Before submitting your application, please review this checklist to ensure all required documents are complete and attached. Incomplete applications will not be processed.

Application Form

- Completed City of Sedona Arts & Culture Organizations Grant Application Instructions (attached)

Organizational Documentation

- Organizational Information form (attached)
- Copy of IRS 501(c)(3) determination letter confirming non-profit status
- Proof of current good standing with the Arizona Corporation Commission (PDF or screenshot)
- 501(c)(3) good standing documentation
- Copy or screenshot of most recent IRS Form 990, 990-EZ, or 990-N (e-Postcard)

Financial Documentation

- Balance Sheet (most recent fiscal year)
- Profit & Loss Statement (most recent fiscal year)
- Organizational Budget for the projected FY27
- Program / Activity / Event-specific budget for the grant-funded project (worksheet attached)

- Description of planned use of grant funds (marketing, programming, events, collaborations, etc.)
- Documentation showing direct benefit to the Sedona Community Plan, Chapter 3 (how your programming supports community and culture)
- Description or supporting data showing the proportion of residents served vs. visitors served

Acknowledgment & Compliance

- If a grant is awarded provide a Final Report due on April 30, 2027

 **Submission**

- Verify that all required attachments are included
- Submit completed application and supporting materials by April 30, 2026, at noon.
- Keep a copy of your full submission for your records

Applicant Name: _____

Organization: _____

Date Submitted: _____

Evaluation Process

A Citizen Work Group experienced in grant review will evaluate all grant applications.

The committee will provide recommendations to the City Council for final approval of funding.

City of Sedona Support for Arts & Culture Organizations Grant Application FY2026-27

General Information

1. The City of Sedona has allocated \$200,000 for FY27 to be awarded to established arts and culture organizations that meet specific criteria. The minimum award will be \$50,000 up to a maximum of \$100,000.
2. The City is interested in supporting arts and cultural organizations that assist the city with implementing Chapter 3 of the Sedona Community Plan to build a strong sense of community and culture.
3. The definition of Arts & Culture for purposes of this grant program:

Arts & Culture encompasses the broad spectrum of creative expression, heritage, and community identity that reflects and shapes the human experience. This includes, but is not limited to:

- Visual Arts (e.g., painting, sculpture, photography, digital media)
 - Performing Arts (e.g., music, dance, theater, spoken word)
 - Literary Arts (e.g., poetry, fiction, storytelling)
 - Traditional and Folk Arts (e.g., crafts, cultural rituals, indigenous practices)
 - Cultural Heritage (e.g., preservation of historic sites, languages, customs, and oral histories)
 - Creative Industries (e.g., design, film, fashion, architecture)
 - Community-Based Arts (e.g., public art, festivals, cultural events that foster civic engagement)
 - This definition recognizes both professional and community-based practices, and values diverse cultural expressions.
4. In order to qualify for funding, arts and culture organizations must be able to document the following:
 - Be a City of Sedona-based 501 (c) 3 non-profit organization in good standing.
 - Arts & Culture, as defined above, is primary focus for programming and services.
 - Hold event(s) and/or provide programs in Sedona to residents of Sedona.
 - May hold event(s) and/or provide programs that attract out-of-town visitors.
 - Most recent financial statement demonstrates a minimum of \$1,000,000 annual budget.
 - Provide regular year-round programming and/or re-occurring programming.
 - The direct benefit provided to the city defined as: providing programming or services to the community that supports the implementation of the Sedona Community Plan Chapter 3 and that would otherwise be more costly or impractical for the city to provide with in-house city resources.

City of Sedona Support for Arts & Culture Organizations Grant– Application FY 2026-27

- The grant-funded program’s benefit to the community and an estimate of what portion of persons served by their programming are residents vs. visitors.
5. Uses of funding may include marketing, programming, supplies, events, festivals and collaborations with other community organizations and businesses that serve both residents and visitors.
 6. Grant expenditures are on a fiscal year basis, from July to June.
 7. Recipients of funding will be required to report on use of funds, measures of success, and provide an annual review by a licensed CPA of the organization’s finances.
 8. Recipients of funding will be required to acknowledge City of Sedona support of the organization in marketing materials.
 9. Incomplete applications will not be processed.
 10. Successful applicants will not be eligible for other City grants in the same fiscal year.

Arts & Culture Organizations Grant Fiscal Year 2026-27

Does your organization:

- have arts and culture as its mission? Yes__ No__
- provide programming/hold event(s) primarily in Sedona? Yes__ No__
- provide programming/hold events that attract out-of-town visitors? Yes__ No__
- have an annual budget over \$1,000,000 Yes __ No__
- provide year-round or re-occurring programming Yes__ No__
- provide direct benefit to implementation of the Sedona Community Plan? Yes__ No__
- provide a community benefit? Yes__ No__

*****Attach documentation for each affirmative item above and describe the proportion of residents served vs. visitors served for the program to be supported by the grant funds.**

Indicate amount currently apportioned in your budget for marketing: _____

FY26-27 Arts and Culture Organizations Grant Application (cont.)

Establishment Date of Organization:	
Dates of Organization's fiscal year (i.e., Jan. - Dec.)	

Your Organization's staff composition in numbers:

<i>Paid Full Time</i>	<i>Paid Part Time</i>	<i>Unpaid Staff, Volunteers & Interns</i>

PROPOSAL INFORMATION

Briefly describe the program, activity, or event for which you are seeking funding:

Grant amount requested:	\$
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Estimated Number of unduplicated City of Sedona Residents Served (by program, activity, or event): <i>For example, a teacher has 30 students. This number would be 30 and not 150 students per week.</i>	
Estimated Number of City of Sedona Businesses, if applicable, served (by program, activity, or event):	
Estimated percentage of Residents vs. Non-Residents Served (by program, activity, or event):	
Geographic area served (specific boundaries) (by program/activity/event, if necessary):	

AUTHORIZATION

*The undersigned **Board Chair, President, or Executive Director** does hereby certify that the information set forth in this grant application is true and correct, that the Federal tax exemption determination letter attached hereto has not been revoked and the present operation of the organization and its current sources of support are not inconsistent with the organization's continuing tax-exempt classification as set forth in such determination letter.*

Printed Name:	
Title:	
Signature:	

Date:

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