

Lafayette Consolidated Government

External Agencies Funding Program – Arts and Culture
LCG AC 2026-2027

Operations Grant

Administered by:



Acadiana Center
for the Arts

Purpose of this grant...

Provide funding for operational expenses to support **Lafayette Parish non-profit arts & cultural organizations** that significantly enhance the cultural life of the community.

PROGRAM GOALS

- ❑ Foster a **vital and resourceful** arts community
- ❑ Contribute to the **sustainability** of arts and cultural organizations in Lafayette
- ❑ Increase **opportunities** for local artists
- ❑ **Expand access to arts experiences** to the community, especially to people with otherwise limited opportunities or exposure to the arts
- ❑ Encourage **new initiatives**, expand existing programming and build audiences for arts experiences

Eligibility

who may apply...

Non-profit arts and culture organizations based in Lafayette Parish, whose **mission is to develop, promote, encourage and/or present arts and culture to the public**, to insure community accessibility, and to target diverse populations are ***eligible to apply***.

Applicants MUST BE:

- Tax-exempt under 501(c)(3) of the Internal Revenue Service Code
- In existence for at least one year
- Governed by a Board of Directors that meets at least quarterly

How much money may
be requested?

Your organization may request
minimum \$2,500 to maximum \$7,500

One LCG AC application per
organization (per grant cycle)

No cash match required

Important LCG AC FY27 Cycle Dates

Funding Cycle: November 1, 2026 to October 5, 2027

Applications Open: July 27, 2026

Draft Review Deadline: Tuesday, August 18, 2026, 5:00pm via email to community@acadianacenterforthearts.org

Application Deadline: Tuesday, September 1, 2026, submitted via the online form by 5:00pm

Notification Date: mid to late October 2026

Funds from this program may be used for OPERATIONAL EXPENSES such as:

professional salaries

employee benefits

contractor fees

transportation

supplies and materials

telephone

utilities

postage

travel and meetings

rent

equipment/maintenance

insurance

this program

WILL NOT FUND

- ❑ **Capital expenditures**, *unless request will completely fund, or fund "last dollars" required for, capital expenditure*
- ❑ **Scholarships**, fellowships, or tuition assistance
- ❑ **Deficit** reduction
- ❑ **Costs incurred before** the effective date of the contract **or after** the project is complete
- ❑ **Competitions**, pageants, fundraising events, or hospitality costs
- ❑ **Individuals**
- ❑ **Administrative costs not associated** with the organization
- ❑ **Events not open to the public**
- ❑ **Organizations currently receiving direct support from Lafayette Consolidated Government**

This is a competitive grant program...

The acceptance of an application does not imply that it will be funded automatically.

*Therefore, an application **may or may not be funded**, depending on the number of applicants, the amount of funding available, and the application's score, which is based on the evaluation criteria.*

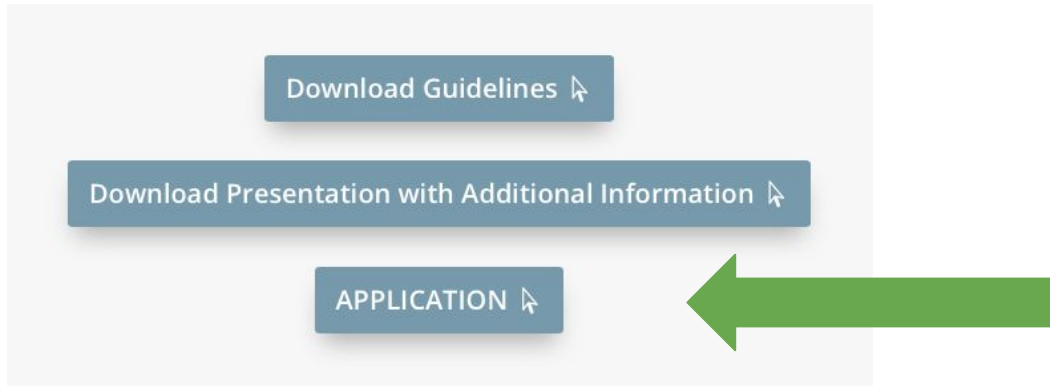
It is the responsibility of the applicant to be sure that the application is complete and that all required documents are included when turning in the application.

How to apply

Online via the AcA website: acadianacenterforthearts.org

Opportunities > For Organizations > LCG Arts & Culture Operations Grant

Scroll to the bottom of the page and click on the APPLICATION bar



Before you begin

- ❑ READ GUIDELINES BEFORE BEGINNING THE APPLICATION
- ❑ WRITE CLEARLY, SIMPLY AND SPECIFICALLY
- ❑ USE FACTS, CONCRETE PLANS, SPECIFIC GOALS, NOT OPINIONS
- ❑ RELATE THE BUDGET TO THE NARRATIVE QUESTIONS AND THE PROVIDER OF SERVICES
- ❑ BE CONSISTENT
- ❑ PROOFREAD
- ❑ UNDERSTAND THAT THIS IS A COMPETITIVE PROGRAM

Have the following information ready

- ❑ Name, phone and email address of the **Authorizing Official** and **Chief Fiscal Officer**
- ❑ **IRS letter** determining nonprofit tax exemption under section 501(c) of the Federal Tax Code
- ❑ **Articles of Incorporation**
- ❑ Current **Certificate of Good Standing** from the Secretary of State
- ❑ **By-laws** of the Organization
- ❑ List of the applicant organization's **Board of Directors**
- ❑ **Board of Directors resolution** or a clause of assurances authorizing the President or the Executive Director to submit the application
- ❑ **Annual budget** adopted by applicant agency's Board of Directors
- ❑ **Financial statement** (audit or IRS Form 990) for organizations with an annual budget of \$50,000 or more
- ❑ **Provider of Services** forms for any individual receiving salary or funds for services from the grant
- ❑ **OPTIONAL:** Applicants are encouraged to submit supplemental materials including, but not limited to: letters of support, resumes/biographies for projected artists, budget details, samples of work and brochures

Review Process

Evaluation Criteria

50% Weight

Organization History and Programming

20% Weight

Need and Impact

30% Weight

Administration and Budget

Navigating Jotform

Narrative Questions

- ❑ organizational history
- ❑ program value, purpose, goals, and service programming activities
- ❑ the community you serve
- ❑ accessibility
- ❑ qualified administrators
- ❑ internal evaluations
- ❑ how will you use grant funds

Revenue + Expenses = Budget

Revenue

- ❑ admissions, memberships, subscriptions, etc.
- ❑ contracted services revenue
- ❑ list other applicant cash
- ❑ corporate, foundation, private support
- ❑ federal, state, regional, local support
- ❑ local arts agency, community arts fund support

Expenses

- ❑ personnel – administrative, artistic, technical/production
- ❑ outside professional services – artistic, other
- ❑ utilities, space rentals, equipment rentals
- ❑ travel
- ❑ marketing, supplies and materials, postage, shipping
- ❑ insurance

Budget Sheet

LCG Arts and Culture External Agencies Funding Program

Organizations Operational Budget

Organization Name:

Fiscal Year Start (mm/dd):

Fiscal Year End (mm/dd):

Is this cash or accrual basis of accounting?: Accrual

	FY 2025 (Last Year)	FY 2026 (This Year)	FY 2027 (Next Year)
INCOME			
1. Admissions, Memberships, Subscriptions			
2. Contracted Services Revenue			
3. Other			
4. Other			
5. Other			
Contributed Support			
6. Corporate Support			
7. Foundation Support			
8. Individual/Private Support			
9. Other			
10. Other			
Government Support			
11. Federal Support			
12. City/Parish			
13. State			
14. Local/Regional Support			
15. Local Arts Agency Support			
16. Community Arts Fund Support			
SUBTOTAL (add lines 1 to 16)			
LCG Arts and Culture Grant Request			
TOTAL REVENUE (subtotal + grant request)			

	FY 2025 (Last Year)	FY 2026 (This Year)	FY 2027 (Next Year)
EXPENSES			
Personnel			
17. Salaries/Wages/Benefits - Administration			
18. Salaries/Wages/Benefits - Artistic			
19. Payroll Taxes			
20. Professional Services - Artistic			
21. Professional Fees and Services			
22. Production			
Other Operational Expenses			
23. Office/Space Rental			
24. Utilities			
25. Equipment Rental and Maintenance			
26. Technology & Communications			
27. Insurance			
28. Supplies**			
29. Postage & Shipping			
30. Print/Publications/Marketing			
31. Development			
32. Travel and Mileage			
33. Conferences, Conventions and Meetings			
34. Other Expenses**			
TOTAL EXPENSES (add lines 17 to 34)			
SURPLUS/DEFICIT (subtract TOTAL REVENUE from TOTAL EXPENSES)			

**If more than \$500, upload a detail budget breakdown in the Supplemental Attachments section

Supplementals

This can include:

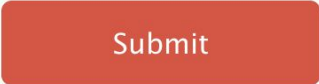
- ☐ letters of support
- ☐ artist resumes/biographies
- ☐ additional budget details
- ☐ samples of work
- ☐ brochures

Saving as Draft

During the application process, you may save your draft and return to it later. You can do so by selecting the Save button at the bottom of the application and providing an email address. You will then receive a link to your application at the email you provided.

A rectangular button with rounded corners, a thin red border, and no background fill. The text "Save" is centered in a red font.

Save

A rectangular button with rounded corners, a solid red background, and no border. The text "Submit" is centered in a white font.

Submit

Signatures

In order for your application to be eligible for consideration it must be approved and signed by

- **The Contact/Project Manager:** the individual immediately responsible for the execution of the grant/grant project including spending funds, maintaining compliance, and providing information to the grant facilitators
- **The Authorizing Official:** usually the president of the board or other individual with the authority to enter into a legal contract on behalf of the agency
- **The Chief Fiscal Officer:** usually the individual immediately responsible for the disbursement of funds for the project

NOTE: It may be the case that the same individual fills more than one of these roles

Signatures

Open submission of your application your **Authorizing Official** and your **Chief Fiscal Officer** will receive two emails each:

- One email will contain a completed copy, with attachments, of your submitted application. They must familiarize themselves with this application in its entirety before approving.
- One email will contain an Approval Form where they will sign stating that they have read and approve of all the materials that are being submitted on the organizations behalf

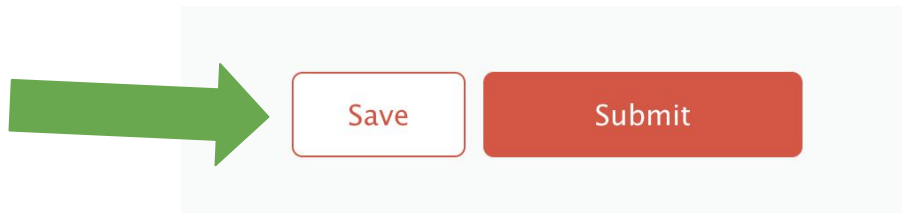
It is **your responsibility** as the Contact/Project Manager to make sure these individuals are aware of their responsibilities and sign in a timely manner. If you submit your application and these individuals have not received the emails they are supposed to, contact Community@AcadianaCenterfortheArts.org for assistance.

Technical Assistance

All applicants are encouraged to contact the Community Engagement Department to discuss eligibility prior to submitting an application.

A draft of your application may be submitted for review in advance of the deadline, but no later than 4pm on August 18, 2026. To **submit a draft**, please press the 'Save' button at the end of the form and email community@acadianacenterforthearts.org with the subject line "Draft Review Request + your org name as it appears on the form".

For technical assistance, please contact the above email or phone 337-233-7060 to speak with Anna or Audrey.



Panel Review

All eligible applications will be **reviewed by a grants panel** of local artists, arts supporters and business professionals, who will **score** each application based on the established scoring criteria.

The Acadiana Center for the Arts Community Engagement Committee will then make **funding recommendations** based on the panel's scores.

These funding recommendations are then reviewed by the Acadiana Center for the Arts Board of Directors, before being presented to the **Lafayette Consolidated Government City Council for final approval**.

Notification

Outcome letters are sent to applicants, and public notices, press releases and social media is used to announce the awardees.

Contact is made with those not funded with an offer to review panelist comments

If Awarded...

MANDATORY AWARDEE COMPLIANCE MEETING

*Acadiana Center for the Arts, Community Engagement Staff will hold a **compliance meeting** with funded organizations to provide information concerning expectations and requirements, in order to guide new awardees through the program successfully.*

How Are Award Funds Distributed?

Your organization will receive 75% of the grant award upon submission of a signed statement of assurances (grant agreement) and request of payment form.

The remaining 25% is reimbursable, and will be disbursed after you have spent the total award, and submitted a final report and request of final payment form.

Ongoing Support and Assistance



ANNA KOJEVNIKOV

Community Engagement Director

Anna@AcadianaCenterfortheArts.org

337-443-9767



AUDREY DE MAHY

Community Engagement Coordinator

Audrey@AcadianaCenterfortheArts.org

337-443-9769

Thank You for your interest in LCG AC FY26

GOOD LUCK!

