

**Basic Eligibility Requirements
for applicants to the
Creation and Presentation grant program**

Applicants must fulfill **all** of the following conditions to be eligible for this program:

- have a record of consistent artistic activities for at least the three consecutive years prior to application;
- have as a primary purpose the creation/production or presentation of artistic programming (performances, exhibits, events) that benefits the general interested public;
- demonstrate community participation in the program planning;
- match each dollar of Arts Board support with at least one dollar of public (non-state) or private funds;
- be incorporated in and conduct business in Wisconsin in order to apply for support (Organizations are required to provide proof of incorporation and activity in Wisconsin before applications are reviewed or funds awarded.);
- hold tax-exempt status from federal income tax under Section 501(c)(3) of the Internal Revenue Code and must qualify as a charitable organization under Section 170(c) of the Internal Revenue Code of 1986 as amended; have a Federal Identification Number, assigned by the Internal Revenue Service;
- have a DUNS number. For more information regarding this financial history "DUNS" number, and the reason why applicants need one, click [here](#), and for instructions on how to apply for a number via the internet, click [here](#). **Please allow six weeks (thirty business days) for a number to be assigned via the internet.** If a Creation and Presentation grant applicant can show that it has applied for this number prior to submitting its application—even if that number has not yet been received—then the application will be accepted for review. *Please note: Dun and Bradstreet sales people may follow up and seek to sell their products and services to your organization. Applicants are under no obligation to purchase anything; this is simply standard procedure on their part.*

▪ For Colleges, Universities, and Units of Tribal or Local Government including Public Schools:

The Arts Board does support programs that fall under the auspices of these organizations, provided those programs involve the local community in planning, execution, and participation. These applicants must demonstrate that their programming reaches the general public in addition to an academic audience. (This can be shown through financial support from sources beyond the school such as local corporations, businesses, individuals, and foundations; through its audience and participant evaluation statistics; and through board, advisory or steering committee composition that includes community members.)

Performing Arts Series, Galleries/Museums and Art Film Series that are ongoing and a part of colleges, universities, or public schools are eligible. Grants are based on the arts program's budget, not the overall university/college/school budget. Indirect costs may be shown as in-kind, but not as part of the cash budget/match. No administrative fee for this grant may be charged to the grant or to the program's budget by the university/college/school.

▪ For "Presenting Organization" applicants only:

(Note: A presenting organization is defined as an organization that serves its community primarily by brokering relationships between touring performing artists and the presenter's community. It does so by acting as the catalyst to bring those artists from outside of the presenter's community into that community, to perform in concerts and/or residencies.) The applicant must present four or more performances annually by professional touring artists who reside outside of the presenting organization's community in a series that is locally planned.