



# Make | Learn | Build FAQ

## A Community Arts & Culture Grant

### *2021 Frequently Asked Questions*

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***Q: What does Make|Learn|Build grant support?***

**A:** This grant program is designed to be flexible and responsive to the arts community in the challenges of the COVID-19 impacted world. This program provides funding support for artists and arts based businesses and organizations in the areas that will sustain and have impact for the applicants through making art, learning new skills, or building their business operations.

***Q: Who can apply?***

**A:** RACC will accept applications from individuals and arts-based businesses or organizations. The application is the same for all applicants. Make sure that your Applicant Profile in your online account matches the eligibility for this grant program and has up to date information.

***Q: Are social service or other nonprofit organizations eligible for Make|Learn|Build?***

**A:** Not at this time. RACC is focusing this grant opportunity on direct support for the arts community.

***Q: To be clear, does my art organization need to have 501(c)3 status to be eligible to apply?***

**A:** No. **IRS 501(c)3 status is NOT required.** However, if you are applying as an organization or a business, please verify in your Applicant Profile how you are organized and be prepared to provide a Federal Employer Identification Number (FEIN). RACC makes grant awards to nonprofits, Limited Liability Companies (LLC), partnerships, and other legally organized entities, in addition to individuals.

Individual artists are welcome to create an account and apply on behalf of a collective or organized project that does not have its own FEIN.

***Q: Can I still apply if I have an open RACC grant?***

**A:** You may still apply for the Make|Learn|Build grant if you have an open RACC grant, but it must be in a different focus area than is already being supported by RACC grant funds. If you currently have an open Project Grant, you are only eligible to apply to LEARN or BUILD. If you have an open Professional Development Grant, you are only eligible to apply to MAKE or BUILD. If you are currently in the Capacity Building Program, you are only eligible to MAKE. If you receive a Make|Learn|Build grant, you must complete it before you apply again in any category. You may only have one Make|Learn|Build grant open at a time.

An open grant is one that is either in Grant Agreement or Final Report stage in the RACC Opportunity Portal.

***Q: I understand that I cannot apply for a Make|Learn|Build grant if my activity is already supported by a different RACC program. Can I apply for a new phase of a project or opportunity that was supported by RACC in the past?***

**A:** If RACC support is showing up in the current or overall proposal budget, the answer is likely No. If you think you can make the case that this opportunity is separate from a past RACC funded project, artwork, call, program, event, or happening, please contact RACC grant staff to discuss.

***Q: Why aren't schools eligible?***

**A:** The Make|Learn|Build grant program is intended to support the arts community directly. Artists, arts organizations, and arts businesses are welcome to apply with proposals or opportunities that involve K-12 schools as partners or students and youth directly. We want to make sure the professional artists and creatives are being supported with these funds directly, including teaching artists, rather than school administration, employees or overhead.

***Q: I understand that Make|Learn|Build is not a scholarship and I cannot apply for tuition. Can students apply for funding for proposal costs that are or aren't related to their schooling?***

**A:** There is no age limit on eligible applicants and artists of all ages are welcome to apply for opportunities to make work, learn skills, or build their arts business, including individuals who are currently students. However, please note that you will need to make the case that your proposal has an impact both on you and on an audience and/or the community. All types of

proposals will be considered, however the Make|Learn|Build grant is intended to support and sustain the arts community and will be a competitive application process. While students can apply for proposals related to their schooling, we don't anticipate that activities directly related to schooling will be selected for support.

***Q: Can artists apply for projects that are connected to General Operating Support organizations?***

**A:** Yes. While arts organizations that are currently receiving General Operating Support grants from RACC are not eligible to apply, they can be involved in proposed opportunities submitted by other applicants.

***Q: Can I apply for a grant and be a Community Panel Reviewer at the same time?***

**A:** No. You may apply to be a Community Panel Reviewer, if that role interests you. If you are hired as a Community Panel Reviewer, you will not be eligible to apply for your own grant while under contract. If you are not hired, you will be notified before the Make|Learn|Build grant March deadline and are welcome to apply with your own grant proposal in either round.

If you apply and are hired as a Community Panel Reviewer, you will be eligible for future RACC grant opportunities after your contract is complete.

***Q: What assistance is available to grant applicants?***

**A:** RACC Grants staff are available to support applicants and grant recipients at every stage of the grant process. Details are listed on page 5 and 6 of the Make|Learn|Build grant guidelines, including help with the online system, translation services, accessibility, info sessions, and draft review. You are welcome to contact individual staff directly with your specific questions or email all of us at [grants@racc.org](mailto:grants@racc.org) to request support.

***Q: If I apply in the \$3,000 category, could I potentially be awarded \$1,500?***

**A:** No. You will apply for either \$1,500 or \$3,000 based on your opportunity and what you need to cover your expenses. If you receive a grant, it will be for the full amount that you have requested.

***Q: What is the grant award cycle? When do I have to use the funds by?***

**A:** The applicant will define the start date and end date of their proposed opportunity. If you receive a grant, you will receive the full amount after you submit your Grant Agreement. You should submit your Final Report when the activity is complete. We recommend that you submit your report within 45 days of finishing your activity, but there is no deadline for your activity or end of a “grant cycle”. Instead, please keep in mind that you will be issued a 1099-MISC at the end of the calendar year, so keep track of your expenses for tax purposes and note that you will not be eligible for future grant awards until your activity is complete and your Final Report is submitted.

***Q: Do I still need to save and produce receipts to document the grant award?***

**A:** No. While you will still need to complete a Final Report with a final accounting of your proposal actual costs and contributions, you do not need to provide RACC with copies of receipts or other documentation of those costs. However, you want to save all those materials for your own tax purposes and arts business accounting!

***Q: The RACC Opportunity Portal won't let me access this program or submit.***

**A:** Technology has glitches. If you notice anything acting differently than expected, please first check to make sure you are using a compatible browser that is up to date (**Chrome** is preferred, **Firefox** and **MS Edge** work smoothly, Safari and Internet Explorer are not supported). Next, make sure that you are using the correct account and your Applicant Profile is up-to-date. Not every grant program is open to all applicants based on criteria you have entered in your profile, and many applicants have inadvertently created more than one account, as well. If you haven't found a user error, send us an email through our feedback form or email [grants@racc.org](mailto:grants@racc.org) and we'll try to sort out the issue for you and other users.

**STAFF ASSISTANCE:**

- Ingrid Carlson – 503.823.5417 – [icarlson@racc.org](mailto:icarlson@racc.org) – *Primary MLB staff contact*
- Helen Daltoso – 503.823.5402 – [hdaltoso@racc.org](mailto:hdaltoso@racc.org)
- Molly Gray – 503.823.2969 – [mgray@racc.org](mailto:mgray@racc.org)

**ADDITIONAL LINKS**

- [racc.org/grants](http://racc.org/grants): More information
- [racc.org/grants/grant-awards/](http://racc.org/grants/grant-awards/): Past grant awards
- [racc.org/apply](http://racc.org/apply): Access the RACC Opportunity Portal