



Letter of Intent Guidelines, 2025

Expanded Access to Arts and Culture

Letter of Intent (LOI) Guidelines, 2025

Funded by Measure P

Administered by Fresno Arts Council in partnership with the City of Fresno Parks, Recreation, and Arts Commission (PRAC)

Letter of Intent Submission Deadline: TBA

Application Deadline:TBA

Important Application Dates (Subject to Change)

Letter of Intent Application Opens	TBA
Letter of Intent Deadline	TBA
EAAC General Operating Support Applications Open	TBA
EAAC Project Support Applications Open	TBA
EAAC General Operating Support Applications Deadline	TBA
EAAC Project Support Applications Deadline	TBA

See Expanded Access to Arts and Culture Grant Guidelines, 2025, for more complete application information. All guidelines are posted at

<https://www.fresnoartscouncil.org/artsandculturegrants>

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General Operating Support, Emerging Organizations [insert link]

General Operating Support, Established Organizations [insert link]

Project Support, Emerging Organizations [insert link]

Project Support, Established Organizations [insert link]

Expanded Access to Arts and Culture Application Process

1. Letter of Intent (LOI)

Interested EAAC applicants must submit a Letter of Intent (LOI) in order to apply for the EAAC Emerging or Established Organization General Operating and Project Support Grants. LOIs must be submitted by the deadline (TBA) order to be eligible to access the EAAC grant portal. Applicants will receive a direct link to the application once screened for eligibility in



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the applicant's desired category. If an applicant is deemed ineligible, they will be notified. Ineligibility as determined by LOI review is not grounds for an appeal.

The LOI questions are listed below and must be submitted via the LOI digital application platform at fresnoartscouncil.submittable.com [insert direct link].

EAAC Letter of Intent (LOI) Questions

Applicant Information

1. Are you:
 - Nonprofit Arts and Culture Organization
 - Nonprofit Organization (not arts and culture)
 - Individual Artist, Collective, or Project working with a Nonprofit Organization as fiscal sponsor
 - *Individual Artists without a fiscal receiver are ineligible to apply
2. [NTEE Code\(s\) or other valid State or Federal Arts and Culture verification:](#)

3. Type of Application (select up to two for Emerging Organizations or one for Established; verify eligibility here [insert direct link to checklist/policies])
 - General Operating Support: Emerging Organization
 - General Operating Support: Established Organization
 - Project Support: Emerging Organization
 - Project Support: Established Organization
4. Applicant Name (generally, the name of your organization):
5. Fiscal Sponsor (if applicable):
6. [Fiscal Sponsor](#) must provide proof of two consecutive years of arts programming at the time of application if not a designated cultural arts organization. Fiscal Sponsor List of arts and cultural activities for the past two years. Upload a one page PDF (include Title, Date, Brief Description for each activity)
7. Primary Contact Name:
8. Primary Contact Email:
9. Primary Contact Phone Number:
10. Fresno City Council District: Dropdown Menu

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9. Official Business Address:

*must be a City of Fresno address to be eligible; P.O. Box will not be accepted

10. Proof of Address: Upload

Accepted documents include Utility Bill with the organization's name or signed lease

11. Overall Budget Size:

*Fiscally sponsored projects with a budget of over \$50,000 must upload a board-approved Balance Sheet and Statement of Activities from their fiscal sponsor demonstrating stated budget in order to apply under Established Project Specific Support

12. Upload most recent Federal Form 990 and year to date (YTD) board-approved Balance Statement and Statement of Activities

*fiscally sponsored projects upload fiscal sponsor's 990 and financial statements

**2024 budgets will be considered if YTD Statement of Activities demonstrates stated overall budget

13. IRS Designation: upload IRS designation letter

14. Select the primary artistic disciplines of your project or organization (dropdown menu): Dance, Literary Arts, Media Arts, Music, Theatre, Traditional and Folk Arts, Visual Arts

15. City of Fresno Right of Way: Will your project take place on City of Fresno Property?

Yes

No

16. Secretary of State Office of Attorney General standing: FAC will confirm good standing at the time of LOI submission. Check your status with the [Office of Attorney General, California Secretary of State \(SOS\)](#), and [Internal Revenue Service \(IRS Charities\)](#) before Letter of Intent submission.

17.

I acknowledge that applicant organization (including fiscal sponsor) must be in good standing with state and federal entities at the time of Letter of Intent (LOI) submission to be eligible to apply for EAAC Funding.

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18.

___ I acknowledge that all grant awards are dependent upon funds available and that I will be able to adjust my program/project, if I am awarded less than the amount of funds requested.

19. Supporting Material:

___ Fiscal Sponsor Letter of Agreement

If using a Nonprofit Fiscal Sponsor, the Fiscal Sponsor must provide a letter of agreement acknowledging the fiscal sponsorship with the project applicant and submit the letter with the application. If the grant is awarded, the fiscal sponsor becomes the legal contract holder with the Fresno Arts Council. Once an application is submitted, the fiscal sponsor cannot be changed.

Proposal Information

A. General Operating Support Grant Request Details

1. Are you applying for Emerging or Established Organization General Operating Support?
___ Emerging Organization General Operating Support (organizations with a budget of less than \$50,000)
___ Established Organization General Operating Support (organizations with a budget of greater than \$50,000)
2. Proposed Grant Request Amount:
*See guidelines [links] for eligibility and request limits
3. Organization's Mission Statement and Purpose (250 word max)
4. Briefly describe how your organization would make use of General Operating Support funding (250 word max)

B. Project Support Grant Request Details

1. Are you applying for Emerging or Established Organization Project Specific Support?
___ Emerging Organization Project Specific Support (organizations with a budget of less than \$50,000)
___ Established Organization Project Specific Support (organizations with a budget of greater than \$50,000)
2. Proposed Grant Request Amount:
*See guidelines [links] for eligibility and request limits
3. Organization's Mission Statement and Purpose (250 word max)

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4. Briefly describe how your organization would make use of Project Specific Support funding (250 word max)

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