

# smART Ventures Frequently Asked Questions

## ELIGIBILITY

1. **If my organization is more than three years old, may I apply?**

No matter what your organization's age, you may apply if your group is not currently funded by our "Civic Partners," "Youth Arts" or "Neighborhood and Community Arts" funding programs.

2. **If I've received funding from your CityArtist program, may I apply?**

If you've received funding from our CityArtist program, then you are not eligible to apply for smART ventures.

3. **If I've received funding from smART ventures before, may I apply?**

Yes, but your chances of funding decrease if you have already received an award through the smART ventures program once before. Applicants who have already submitted successful applications through smART ventures are highly encouraged to seek out other funding opportunities available to them through [our office](#) and elsewhere. Applicants may only receive a maximum of two awards through the smART ventures program.

4. **I'm under the age of 18. May I apply?**

Yes. We are happy to receive project ideas from young people! But you will need an adult who can sign the contracts and receive the funds on your behalf.

5. **What if my project takes place in Seattle, but I or my group is based outside of Seattle?**

If you are based just outside the city of Seattle but your project or event will take place in Seattle and will benefit Seattle residents, you may still be eligible to apply. Please bring this issue to the attention of staff in your initial conversation.

If you are out-of-state or not based in the greater Seattle area, you are not eligible to apply, even if your project will take place in Seattle.

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## PROJECT

1. **Are all criteria for funding weighed equally?**

Yes. Projects will be evaluated based on the following criteria: **audience expansion, innovation, community impact, artistic potential, public access and feasibility.** Descriptions of these key criteria can be found in the [smART ventures guidelines](#). Priority consideration will be given to projects that serve or represent underserved communities and / or are not eligible for our other funding programs.

2. **What do you mean by underserved community?**

Any community that might not have as much access to cultural opportunities due to age, geography, ethnicity, physical differences, income or other barriers. The more you can demonstrate why the communities you represent or plan to target are underserved and how your project will benefit those communities, the more competitive your application will be.

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# APPLYING

1. **Do I have to have a business license to apply?**

No. But if your project is approved, you will need a city of Seattle business license to receive funding. For information on getting a business license in Seattle, call (206) 684-8484 or go [here](#). You may include this cost in your budget.

2. **Whose contact information should be listed in the grant?**

Please provide contact information for the person who can best represent the project and take responsibility for making sure the project is completed and paperwork is submitted.

3. **Who is considered the "Authorized Representative"?**

The person who is willing to sign all documents and take responsibility for the money if awarded. The Authorized Representative needs to be someone who is legally able to sign for the entity associated with the tax identification or social security number used for the grant funding if awarded.

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# FUNDING

1. **What happens if I receive an award amount less than I requested and then can't do my project?**

Discuss this with a project manager. We know you may need to make changes. If the project cannot be completed with a partial amount and no other funding option is available, you may decline the award.

2. **If funded, how soon will I get payment?**

City funding is awarded after your project is completed. Expect payment three to four weeks after all required documents, including your final invoice and report, have been received by our office. Missing documents or incomplete paperwork may delay payment.

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## Questions or to discuss applying

Contact Jenny Crooks at [jenny.crooks@seattle.gov](mailto:jenny.crooks@seattle.gov) or (206) 684-7084 to get started.