

## Frequently Asked Questions (FAQ's)



**LEXINGTON**  
*Public Arts Commission*

### 1. **What type of grants are available?**

Collaborative Program Grants are available to support the creation or purchase of public art projects to be installed on property owned or managed by Lexington-Fayette Urban Co. Government.

### 2. **Who is eligible to apply?**

Applicants must be residents of Fayette Co. Applications will be accepted from Fayette Co. residents, non-profit or for-profit businesses, Neighborhood Associations or community groups, artists, design teams, etc.

### 3. **What is the application deadline?**

The application process is open year-round. Please note that this is a multi-phase application process. Be sure to allow ample time for PHASE ONE, PHASE TWO, and FINAL APPROVAL processes. Depending upon the complexity of the project, and the support requested, the approval process will take a minimum of three months. Some projects may require 6 to 8 months to complete the review process.

### 4. **Who reviews the applications?**

Phase One applications will be reviewed by Heather Lyons, Mayor's Office, LFUCG staff associated with the application request, and the Public Art Commission. Phase Two applications, and Final Approval will be provided by the Public Art Commission, with input from LFUCG departments.

### 5. **What kind of support can be requested?**

Applications may request funding support, funding and in-kind support, or for site approval only for utilizing city owned property

### 6. **What are eligible expenses for the grant funds?**

Grant funds may be utilized to pay for the planning, design, fabrication, installation, maintenance, and public engagement components for an approved public art project for installation on LFUCG property.

### 7. **What is a matching grant?**

The Public Art Commission's Collaborative Grants require a 20% match for requested funding. A matching grant requires the applicant to provide funds and/or in-kind donations in addition to

the grant award. For example, if a project budget is \$10,000, an applicant would need to provide 20% of that request (\$2000) through in-kind and/or cash donations from other sources.

Matching funds can be acquired through in-kind donations of time, services, facilities, supplies, etc. Grants or cash donations may be applied toward the match.

Matching funds are not retroactive. Funds already spent cannot be utilized as a match for this project.

It is recommended that applicants first determine the total cost of their proposed project, and then calculate the amount of the 20% match. Then, determine if the project will be able to secure the required amount of cash or in-kind support from other sources to count toward the match. If not, the project cost might need to be adjusted, or additional donations solicited, to meet the matching requirement. See #8 below for more info on in-kind contributions.

#### **8. What is “in-kind” support?**

In-Kind support consists of goods, services, staff, space, equipment, materials, supplies, volunteers, or other types of “non-cash” donations, contributed to, or offered for less than the fair market value, to the proposed project. In-kind (contributed) support offsets expenses that an applicant would otherwise have to pay for. Below is a listing of common examples of in-kind support.

**Volunteers / Staff** ---- For this grant, hours contributed by general volunteers to the project can be valued at \$20.00 per hour for their time working on behalf of the project. Hours contributed by volunteers providing professional services (such as an architect, horticulturalist, community organizer, lawyer, photographer, writer, designer, artist, etc.) may be valued at their standard professional rate. If staff members from a non-profit or for-profit business volunteer their time to the project, their time may be valued at their standard rate of pay.

**Services** – Services provided that would otherwise have to be paid for to complete the project. This might include site preparation, fabrication, printing, weather coating, photography, etc.

**Facilities** – If space is donated to use for project meetings, studio space for artists to work, office space, or for other project purposes, the standard rental rate for the facilities may be counted as an in-kind donation.

**Supplies / Materials** – Donated materials and supplies used for the planning, creation, installation of the artwork, or for public engagement programs and events centered around the public art work, may be included as in-kind contributions. Donated food (for meetings or public events) may be included as an in-kind donation but alcoholic beverages cannot be.

**Equipment** – Donated, or reduced rate, equipment may be included as in-kind contribution if used for the project. Site prep equipment, lifts, cameras, lighting, or computers, are some types of equipment that might be included.

Sometimes in-kind support can be requested from the LFUCG for materials, supplies, equipment or services that the City would typically have.

**9. What are some elements of a successful application? Successful proposals will:**

- ☆ Engage the community in the project --- from project planning through installation and ribbon cutting.
- ☆ Develop a project team with multiple community partners that will contribute to the success of the project.
- ☆ Confirm participation and support of all partners and donations.
- ☆ Research current costs and expenses to complete the project.
- ☆ Allow ample time for reviews of the 2-phase application and Final Design process.
- ☆ Allow ample time for the artist selection process and for the creation and installation of the artwork.
- ☆ Establish good communication between the artist(s) and all project partners.
- ☆ Select artists with the appropriate experience for the project.
  
- ☆ Embrace the Guiding Principles of the Public Arts Master Plan. They include:
  - Proactive public engagement
  - Integration with other LFUCG plans
  - Animation of public spaces
  - Collaboration and partnerships, accessible art and art experiences
  - Expand educational opportunities through public art
  - Diverse strategies for identifying and supporting artists
  - Support of neighborhood and local identity
  - Commitment to curate, conserve, and maintain public art & art experiences
  
- ☆ Projects should complement the Goals of the Public Art Master Plan. They include:
  - Embrace local identity, be reflective of the community and tell local stories.
  - Distribute Public Art equitably county-wide, enhancing and activating public spaces, and providing a vehicle for communities to express their unique identity.
    - Include temporary and permanent installations.
    - Prioritize local artists while also providing opportunities for regional, national, and international artists.
    - Employ a variety of strategies to identify and support a diverse range of artists and perspectives.
    - Include opportunities for community involvement throughout the planning and implementation processes.
      - Celebrate artistic excellence by adopting and utilizing professional standards throughout the planning, artist selection and installation processes.
      - Present educational opportunities through collaborative processes, integrated programming and workshops.

**For additional questions, please contact, Heather Lyons, Director of Art & Culture – [Hlyons@Lexingtonky.gov](mailto:Hlyons@Lexingtonky.gov)**