MIDDLESEX

COUNTY · NJ

Arts Institute of Middlesex County

2023 Technical Assistance Grants
GUIDELINES AND APPLICATION INSTRUCTIONS

Technical Assistance funding is available to Arts, History, and Folklife nonprofit organizations located in Middlesex County that wish to strengthen their management skills, improve board functions, undertake long-range planning with a consultant, develop professional educational materials, or increase their virtual capacity and online presence.

This opportunity is not for public-facing programs. Funding is meant to increase the internal capacities and technical needs of your organization.

Grants range from $800-$5,000
No cash match required.
Projects must take place between May 5, 2023 – December 31, 2023.
A final report is required.

Organizations must be a 501(c)3 nonprofit organization or must be in the process of becoming a 501(c)3 nonprofit organization during time of application submission.
Organizations must exist primarily for arts, history, or folklife purposes.
Organizations must have an annual budget of $500,000 or less.

Deadline to Apply: Tuesday, April 11, 2023 by 11:59pm

Submit your application through the online grants portal: https://middlesex.smapply.io/

Questions? Contact Grants Administration Manager, Manda Gorsegner
Amanda.gorsegner@co.middlesex.nj.us
732-745-4030

Made possible by funds from Middlesex County,

a partner of the New Jersey State Council on the Arts.

Program funded in part by a grant to Middlesex County by the New Jersey Historical Commission.

Allowable Funding Uses:
- Hiring outside planning or nonprofit/museum consultants, specialists, and/or training professionals directly related to your project
- Development of an internal planning document, such as:
    - Strategic Plan
    - ADA Plan
    - Emergency Preparedness Plan
    - Public Art Plan
    - Marketing & Social Media Plan
    - Development Plan
    - Facilities Plan
    - Collections Plan
    - Interpretive Plan
    - Equity, Diversity, and Inclusion (EDI) Plan
    - Other long-range planning
- Graphic design and/or printing when directly related to your project, such as for an educational brochure, guide, or monograph
- Professional website development or upgrade
- Customer Relationship Management (CRM), virtual production, or other software integration to increase capacity of the organization
- Equipment with a life of 3 years or less to increase capacity to present public programs virtually or in-person
- Supplies when directly related to your project
- Phone and postage when directly related to your project

Restricted Funding Uses:
- General administrative salaries
- Payment to board members
- Equipment or items with a life of 3 years or more
- Maintenance, restoration, or renovation
- Deficits or losses from other events or projects
- Any project or part of a project that is already completed
- Fundraisers
- Paying individuals under age 18
- Scholarships or awards
- Food and Hospitality
- Out-of-state travel
- Costs related to legal expenses or disputes
- Purchase of historic artifacts or replicas
- Purchase of artwork
- Indirect costs