

PROCEDURES

- Applications may be completed and submitted via login at r2arts.org
- Applications may be completed and submitted in paper format
- Paper grant applications you can print are available for download at r2arts.org or applicants may request a paper application to be sent in the mail
- Submitted applications will be reviewed for completion and eligibility
- Staff will reach out to applicants if further clarification or additional information is needed on submitted grant applications.
- Applications that are eligible and complete upon submission will be ordered by the submission date of each application
- For eligible and complete mailed-in applications, the postmark date will determine an application's place in the submission line-up.
- Applications needing clarification will be placed in order based on the date when questions have been clarified and the application is complete and correct.
- Mailing in paper grant applications (rather than dropping them off) is highly recommended. Region 2 Arts Council will receive in-person drop-offs of applications only if our Region 2 Arts Council office is open. Due to COVID-19 mitigation, we are still working primarily from home. **(Note: Region 2 Arts Council is located in the Watermark Art Center in Bemidji. Do not drop off applications with WAC staff at their front desk.** If the Region 2 office is closed, any applications slid under the Region 2 Arts Council office door will end up at the bottom of the stack in the submission line-up)
- Eligible grants will be reviewed on a weekly basis by a Region 2 Arts Council committee of staff and board members in the order of submission.
- Funding for Round 1 will be awarded until funding has run out or once the close date of the grant round has been reached.
- Any remaining funds from Round 1 will be put into Round 2.
- Funding for Round 2 will be awarded until funding has run out or once the end date of the grant round has been reached.
- Relief grant rounds will close if funds run out prior to the last day of the round.
- Any remaining eligible applications from Round 1 that were submitted prior to the closing of the round but which were not awarded, will be automatically placed into Round 2.
- For Round 1, any paper grant applications that are postmarked by the last day of the grant round will be moved to Round 2 if Round 1 funds have run out.
- The online submission window for Round 2 will open on August 31.