



Cultural Funding Program Fiscal Year 2018 Timeline

<p>Orientation Sessions: Attendance is mandatory for all applicants.</p> <p>*If the applicant is unable to attend the orientation, the applicant must schedule an individual orientation with MCAD staff at least ten (10) days after the missed orientation. MCAD will not accept applications from applicants who did not go through the orientation process.</p>		
	<u>Early Bird Sessions</u>	<u>Late Sessions</u>
Operational Support Program (OSP)	<p><u>March 28, 2017</u> 9:00 am- 10:00 am Board Room</p> <p>City of El Paso Museums and Cultural Affairs Department 400 West San Antonio, Suite A El Paso, TX 79901</p>	No Late Sessions
Project Support Program (PSP)	<p><u>March 30, 2017 & April 6, 2017</u> 9:00 am - 10:00 am Seminar Room</p> <p>El Paso Museum of History 510 N. Santa Fe El Paso, Texas 79902</p>	<p><u>March 30, 2017 & April 6, 2017</u> 4:00 pm - 5:00 pm Seminar Room</p> <p>El Paso Museum of History 510 N. Santa Fe El Paso, Texas 79902</p>
Artist Incubator and the Community Arts Program (AIP AND CAP)	<p><u>March 30, 2017 & April 6, 2017</u> 11:00 am - 12:30 pm Seminar Room</p> <p>El Paso Museum of History 510 N. Santa Fe El Paso, Texas 79902</p>	<p><u>March 30, 2017 & April 6, 2017</u> 5:45 pm-7:00 pm Seminar Room</p> <p>El Paso Museum of History 510 N. Santa Fe El Paso, Texas 79902</p>
KickstArt	<p><u>March 29, 2017</u> 11:30 am - 12:30 pm Board Room</p> <p>City of El Paso Museums and Cultural Affairs Department 400 West San Antonio, Suite A El Paso, TX 79901</p>	<u>No late session</u>
March 28, 2017	<ul style="list-style-type: none"> Funding guidelines will be available online at http://mcad.elpasotexas.gov/arts-funding 	
April 3, 2017	<ul style="list-style-type: none"> The online application system will open Applicants must apply to the Cultural Funding Program by accessing: http://elpasoarts.cgweb.org 	
April 15, 2017	Narrative Writing Workshop for Artists – Location TBD	



El Paso Museums & Cultural Affairs Department

April 29, 2017	Technical Assistance Workshop – Attachments, Uploading Work samples and Formatting. RSVP required. Location TBD.
May 10, 2017	Last Day to receive Technical Assistance from MCAD. All requests for technical assistance will be considered until 12:00 pm.
May 11, 2017	Applications Due by 11:59 PM MST
May 31, 2017	Last Day to Submit Panel Nominations. Online nomination forms can be located at: www.elpasoartsandculture.org
June 2017	Panel Review Sessions
August 2017	Panel Recommendations Based on applicant's scores and availability of funds, recommendations for awards and declines are forwarded to the Museums and Cultural Affairs Advisory Board (MCAAB) for review and approval
End of August 2017	City Council approves FY 2018 City Budget Funding determination letters will be sent out to all awardees after City Council Approval of the Budget for FY 2018 (September 2017 through August 2018)
September 14, 2017	Deadline to acknowledge receipt of award letter and accept reward
September 1, 2017 – November 15, 2017	Contract Review and Signing <ul style="list-style-type: none">• All successful applicants who are received funding through the CFP must sign a contract. While availability and processing of contracts will vary, all contracts must be signed by November 15, 2017. No projects may begin prior to the contract signing.