



Pinellas County Arts Summer Camp Grant

SUMMER CAMP PROVIDER GUIDELINES

Updated February 11, 2021

OPPORTUNITY

The Creative Pinellas Arts Summer Camp Grant was created to make it possible for young people in Pinellas County (age 5 – 18) to have great arts and cultural experiences at Pinellas County area local arts summer camps. This includes going to camp at arts centers, community centers, city programs and more.

Qualified organizations in Pinellas County include non-profit 501c3 arts organizations and community centers, libraries and city programs open to the public who offer arts programming. To be eligible, the program must be primarily arts-focused – not simply have an arts component (theatre, dance, photography, music, etc.) Each applicant can only receive a grant for one session. A session is a single program where generally the same campers attend without new campers joining during that period of time. Typically, a session is one week, with some exceptions (especially for theater camps.) Sessions are not the entire summer. Sessions are not overnight.

Nonprofit arts organizations (501c3) and nonprofits (501c3) other than arts organizations such as community centers and municipalities who offer summer camp arts programming can receive grant funds in an amount to be determined based on available funding and the number of Pinellas youth participating in the camp's programs.

Although we would like to fund everybody who needs financial support and every eligible program, our funds are limited.

Additionally, funding is based upon applicants selecting your organization's camp. So, it is possible that some eligible organizations may not receive funding, or may only receive limited funds.

DATES YOU NEED TO KNOW:

- Applications open: March 1, 2021
- Applications close: Once allocated funds are depleted or by August 10, 2021
- Campers must attend programs between June 9, 2021 and August 10, 2021
- Program must be completed by August 10, 2021
- All invoices for the summer camp program are due to Creative Pinellas from Summer Camp providers no later than Friday, September 3, 2021. (Friday before Labor Day weekend).

WHAT YOU NEED TO DO

- CONFIRM Your Participation with Us:
 - You can confirm participation by going to <https://creativepinellas.org/gotosummercamp> and using the sign-up button.
[Click here for the camp provider sign-up form.](#)
 - Please prepare the following information to include in your sign-up:
 - Marketing Contact
 - Grant Contact
 - Email
 - Phone
 - 501c3 Tax ID Number
 - Website address (URL) for your summer camp offerings
 - {This listing will be listed and linked on the Summer Camp webpage so that Pinellas County parents and youth know they can submit a grant application for your camps.}
 - Number of campers you expect to serve over the summer
 - The average cost of a single camp session

- REGISTER Your Camper:
 - Each approved camper will receive an email notification from Creative Pinellas.
 - Your organization will receive an email which will include:
 - Approved Camper Name
 - Camper Address
 - Camp Program, Session, Cost, and Dates
 - Parent/Guardian Contact
 - Staff members should be prepared to reach out to Arts Summer Camp Grant recipients and complete registration into your arts summer camp program within 3-5 business days.
 - Please feel free to use your normal registration procedures. (For example, if you use online registration with a promo code – you can give camper a promo code to use).
 - Or you can create a special registration process for this grant that works for you.
 - We appreciate your assistance to provide a great registration experience.
 - Once you register the camper, you will need to track the camper attendance.
 - If for some reason they do not attend or stop attending before the session is complete, please follow your normal cancellation/refund policy and treat Creative Pinellas accordingly.
 - For tracking purposes, Creative Pinellas will reach out to your official grant contact with the process for confirming successful registration. Once a camper has been registered, each camp contact will be responsible for submitting an easy and brief form to capture registrations.
[Click here for the registration form.](#)
 - Grant funds can only be used for registration and cannot be used for extras like field trips, food, supplies etc.

- Creative Pinellas will keep track of all campers who are awarded grants and funding for your program. If we have established a funding limit for your organization (based on the numbers of campers you expect to serve and the cost of your camp session) we will let you know if your camp has reached that limit, and will stop awarding Arts Summer Camp Grants when you have reached your maximum funding limit.
 - Please notify Creative Pinellas if your camp is full or approaching full capacity.
 - If Creative Pinellas notifies you that a camper has been awarded an Arts Summer Camp Grant and you do not have room in the program, you can offer an alternative arts-focused camp in your organization for the same funds. If the costs are significantly different please contact Creative Pinellas first for approval.
 - If there is no availability in the camp program or wait list available, please let Creative Pinellas and the camper know, so that alternative programs can be suggested to the camper to use their funding. The camper will be able to update their application but will need to include a new summer camp arts program.
 - Each applicant can only receive a grant for one session. A session is a single program where generally the same campers attend without new campers joining during that period of time. Typically, a session is one week, with some exceptions (especially for theater camps.) Sessions are not the entire summer. Sessions are not overnight.
- PROVIDE Demographics:
 - In early September, Creative Pinellas will send a survey requesting basic information about who attended which programs and demographics for our grant reporting. Surveys need to be completed by September 20, 2021.

THE SMALL PRINT

- Creative Pinellas has limited grant funds for eligible nonprofit arts organizations, and nonprofit community organizations, and city or county programs open to the public who offer summer camp arts programming.
- Summer camps fill up quickly, so even though your camper has a grant available, we understand that does not guarantee a space in your program.
- Once the camper has received notification of an award of the Arts Summer Camp Grant from Creative Pinellas, your organization will be alerted by email. It is very important that your organization connects with the grant award camper within 3-5 business days or as soon as possible.
- If a grant is awarded, Creative Pinellas will pay the cost submitted in the application from camper and will be indicated in the email confirmation to your organization.
- If the program the camper would like to attend is unavailable:
 - They can use the grant at your organization for a different arts camp as long as the new session is within the same cost.
 - They can be put on a waiting list in first come, first serve order. If Campers are placed on the waiting list, they should be notified if and when space becomes available.
 - If there is not a different program available, or your organization has reached its grant cap, the camper can update their application for a program at a different organization.
- Although the participating organizations in Pinellas County have the reputation for excellent programs, Creative Pinellas is not responsible for the health, safety or wellbeing of the campers who receive our grants, nor the quality of the camp experience

- Please remember that Arts Summer Camp Grants are only being allocated for on-site arts related camp sessions at eligible Pinellas County organizations and in the event that organizations are not able to offer summer camp sessions the grants will not be available. In the event that Pinellas County Organizations are not offering summer camp sessions, Arts Summer Camp Grants are not available for cash or future programming.

FUNDING POLICY

- Support for grants offered by Creative Pinellas depends on:
 - Eligibility of each applicant.
 - The ability of each organization we are working with to accept people into their arts-focused summer camp programs and comply with the program's guidelines.
 - Compliance from the applicant and the organization offering the day camp programs.
- Funds for this grant are designed to make camp more accessible to all. Therefore, for organizations that are already receiving camp funding from their municipal government and/or Pinellas County and/or agencies funded by Pinellas County, the expectation is that these Summer Camp Grant funds will go to expand the program and add more campers (i.e. in addition to rather than to supplant any grant program the organization already has.)
- Creative Pinellas will fund eligible nonprofit arts organizations, and eligible nonprofit community organizations, and city or county programs open to the public who offer summer camp arts programming, in an amount to be determined based on available funding and the number of Pinellas youth participating in the camp's programs. As participation in summer camps is driven by the applicant choice and funding availability, it is possible that some eligible organizations may not receive funding, or may only receive limited funds. Alternatively, if there are unused funds available toward the end of the registration period, Creative Pinellas reserves the right to distribute those funds to participating organizations.
- This grant funding can only be used for registration fees for summer camp sessions as per these guidelines.
- Creative Pinellas reserves the right to cancel or change the program for any reason and at any time.
- You may submit an invoice to Creative Pinellas once a camper has successfully been registered or submit your invoices weekly, monthly or at the end of Summer once all camp sessions have been completed. ***To submit your invoice, [click here.](#)***

Thank you and we look forward to having a great arts summer together!

As the County's Local Arts Agency, Creative Pinellas and the programs we deliver are funded by the Pinellas County Board of County Commissioners, Visit St Petersburg / Clearwater, the State of Florida, Department of State, Division of Cultural Affairs and by sales of the State of the Arts specialty license plate in Pinellas County.