



FY26 Operating Support Grants Terms and Conditions

Grant Period

Generally, activities supported by the Operating Support Grant Program grants may be carried out for one year, between July 1, 2025 and June 30, 2026.

Organizational Eligibility

Grant recipients must continue to meet all eligibility requirements during the grant period. Grant recipients are required to notify ArtsFairfax staff in writing of any major financial, leadership, or programmatic changes to their organization.

Organization Profile

Grant recipients must complete the Organization Profile for Grant Applicants Form and upload the form with the application.

Grant Amount

Operating Support grant amounts range from \$1,000 to \$60,000. ArtsFairfax may award an applicant with an amount that is less than requested.

Addendum

If an applicant experiences substantive changes in the organization's programming, staffing, and funding after the application has been submitted but at least two weeks before the panel review, then the applicant must submit an addendum that explains these accomplishments and/or challenges and how they impact their application. All applicants will be sent a link to the online form through Submittable.

Matching Requirement

There is no matching requirement for the FY26 Operating Support Grant.

Use of Funds

Operating Support grants may be used for a broad range of activities. Grant funds may not be used for fundraising activities, such as capital campaigns or endowment campaigns, construction or renovation projects, political advocacy costs, activities that are not open to the general public, debt retirement, pre-grant costs, or faith-based activities. All listed expenses must be incurred during the grant period.



Acknowledgement of ArtsFairfax Funding

ArtsFairfax requires acknowledgement of ArtsFairfax's support for all public programs and services provided by an organization that receives an Operating Support Grant. To raise the visibility of your organization as well as that of the arts and nonprofit cultural organizations in Fairfax County, ArtsFairfax requires the following:

1. Credit ArtsFairfax as a donor on your website and all printed materials through the use of the ArtsFairfax logo and the statement, "[Organization Name] is funded in part by ArtsFairfax."
2. Follow the instructions in the Grant Communications Kit and send samples of materials that are distributed to the public to ArtsFairfax.
3. Acknowledge ArtsFairfax funding on at least one social media platform—tag @artsfairfax on their social media platforms (Facebook, Instagram) and follow ArtsFairfax and use #ArtsFairfax. Refer to the Grants Communication Kit for sample posts and usable artwork.

Required Arts Directory Profile and Events Calendar Listings

Create a directory profile on the ArtsFairfax website: ArtsFairfax.org. Grantees are required to list their programs and events on the Events Calendar throughout the grant period.

Announcement of Award

ArtsFairfax will not release information about the status of an application until all applications have been reviewed and all award decision-making has concluded. For the current grant year (FY26), ArtsFairfax will notify applicants of final decisions in August 2025.

Payment and Reporting Procedures

Grant recipients will receive 70 percent of the award amount at the time of the grant announcement. Grantees are required to submit a final report at the end of the grant period (due August 1, 2026). Upon approval of the final report, ArtsFairfax will disburse the remaining 30 percent of the award amount to the grant recipient. Grantees must submit their final report via Submittable and include copies of all materials distributed to the public such as catalogues, programs, brochures, flyers, press releases, and other publicity materials. The materials may be scanned and attached to the final report or sent to ArtsFairfax before the end of the grant period.

Record Keeping

Grantees shall maintain an accurate record of the grant received and all expenses incurred under this grant and retain such books and records for at least four years after completion of the grant period.

**Cancellation**

ArtsFairfax reserves the right, in its sole discretion, to discontinue funding if it is not satisfied with the progress of the grantee or the content of any required written report. In the event of discontinuation, any unexpended funds shall immediately be returned to ArtsFairfax, except where ArtsFairfax has agreed in writing to an alternative use of the unused funds.

Required Participation in Research

During the grant period, ArtsFairfax may request that grantees participate in local, regional, or national arts studies. The studies may be related to, but are not limited to: audience spending, organizational management, or facility usage and planning. Grantees are required to assist ArtsFairfax in evaluating the impact of funding by contributing to these studies, if requested.

Advocacy Requirements

Grantees are required to send acknowledgement letters to both the Chairman of the Board of Supervisors and the Supervisor for your organization's magisterial district (if applicable) to thank them for appropriating the grant funds. The letters should provide information about how the grant funds will be used to support your organization and its community impact. Grantees should also invite their District Supervisor to attend funded programs.