



FY26 Ticket & Participation Subsidy Grant Terms and Conditions

Grant Period

All Ticket & Participation Subsidy Grant programs must occur within the dates of July 1, 2025 and June 30, 2026.

Organizational Eligibility

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

Grantee will keep its tax-exempt status as a recognized Section 501(c)(3) and Section 509(a) organization current throughout the grant period and will comply with all applicable federal and state laws and regulations that govern the use of funds from private foundations to the Grantee organization. This includes, but is not limited to, the prohibition against activities described in Section 4945(d) of the IRS Code and limiting the use of the grant funds to the appropriate taxable purposes as described in IRS Code section 170(c)(2)(b).

Grant Amount

Applicants may request up to \$5,000. Organizations with under \$20,000 in expenses from their most recently completed fiscal year may request a maximum of 25% of their fiscal year expenses. Ticket & Participation Subsidy Grants are paid in full at the time of the award.

Required Acknowledgement of ArtsFairfax Funding

ArtsFairfax Grantees are required to acknowledge funding throughout the grant period or term of the funded project. 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), follow ArtsFairfax and use #ArtsFairfax in posts about grant funded activities. Refer to the Grants Communications Kit for sample posts and usable artwork.

Required Arts Directory and Event Calendar Listings

Create an Arts 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.

Payment and Reporting Procedures

Grant recipients will receive the full award amount at the time of the grant announcement. A brief final report is required within 60 days of subsidized ticket and/or program date (use of funds) summarizing how funds were spent and the impact of the grant, including number of tickets used or fees offset and by whom. Organizations who applied for and received funding after their event took place will have 60 days from award notification to complete their final report. Recipients will report statistics, including the percentage of Fairfax-based participants. Recipients will be sent a link to the form through Submittable.

Record Keeping

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

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.