

MAFA Guild Roundtable

Nov. 17, 2020

MAFA GRANTS

AGENDA

1. Grant Basics: What MAFA grants can do for you
2. Application and award process, tips for success
3. You got the grant! What could possibly go wrong?

ELIGIBILITY

Not-for-profit organizations in the region

- MAFA Guilds
- Other registered non-profits
- Collaborative efforts

MAFA has separate programs for individuals, such as Conference Fellowships

All MAFA guilds?

- will look to bylaws, mission statement, membership criteria to verify organization's nonprofit status

APPROPRIATE GRANT PROJECT

A specific effort that

- Furthers MAFA's mission
- Completed in (usually) one year
- Includes a comprehensive, realistic budget

MAFA will not usually cover 100% of expenses, but labor and in-kind contributions are counted

MAFA does not grant general operating funds

SELECTION CRITERIA

MAFA's Mission

- To promote education in the fiber arts
- To plan, organize and conduct fiber arts conferences and
- To facilitate communication among member guilds

We must balance public and private benefit – no drawlooms (probably)

Not limited to traditional public outreach; also education, scholarships, capacity-building

Acknowledging diversity/fostering inclusion

MAFA GRANTS: EQUIPMENT FOR OUTREACH

Philadelphia Guild of Handweavers, 2018

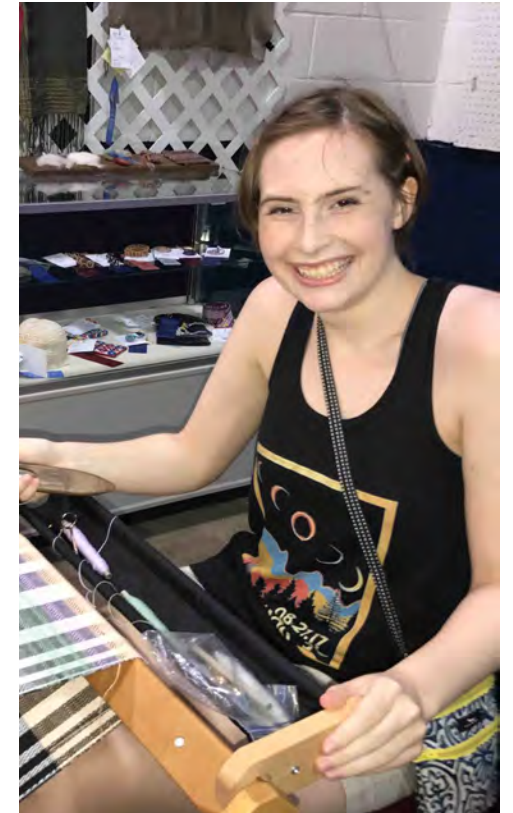
Rigid heddle looms for
outreach (disability inclusion)

Warped Weavers Guild, 2017

Loom for demonstrations

Fiber Arts Network, 2014 and 2016

Looms and benches for annual
children's weaving camp



MAFA GRANTS: LECTURES, TOURS AND EXHIBITS

Weavers Guild of Greater Baltimore, 2019

70th Anniversary Art Exhibit
and Demonstrations

Harmony Weavers Guild, 2018

Forgotten Weaves -- lectures
and tours at the Winterthur
Museum



MAFA GRANTS: REGIONAL WORKSHOPS

Harmony Weavers Guild, 2018
Forgotten Weaves Workshop

Southern Tier Fiberarts Guild, 2014
Spinning Workshop

Third Star Fiber Artists Guild, 2016
Fiber Arts Weekend (40th Anniversary Celebration)



THE MONEY

Up to \$5,000 per award*. Most grants have been less than \$1,500

Multiple grant awards per year. MAFA may award less than originally requested.

Grant awards paid out 50% up front and 50% after approval of the final report.

*Or with extraordinary approval of MAFA Board

AWARDEE OBLIGATIONS

- Sign and return the award letter
- Spend MAFA funds only as agreed, or return unspent money
- Take pictures! Gather photo releases (when appropriate)
- Submit a final report

Keep in touch with the Grants Committee. We are here to help.

APPLICATION PROCESS

Deadline **January 8th, 2021** for 2021

Online application form is mandatory

- PDF preview is available for download
- Save and continue later

Application cannot be submitted without uploading a budget

APPLICATION DETAILS

I. Name a project manager (single point of contact)

II. Project plan

Some details – exact dates, venues, personnel – can be filled in later

Planning must be far enough along to demonstrate that your budget is realistic

III. Selection criteria

A chance to advocate for your project from MAFA's perspective

IV. Budget

BUDGETING

Show all anticipated expenses. Include guild contribution, discounts and donations, project revenue (such as registration fees), and matching funds from all sources

Reasonable registration and materials fees are acceptable. Helps cut down on nuisance registrations and no-shows

MAFA funding can be used to reduce cost of participation, or to support an innovative program that might or might not break even.

But any income over expenses must be accounted for

SELECTION PROCESS

Committee members review all applications (except from their own guilds)

- Committee may request additional information or clarification. Applicants may submit additional information or correct application errors

Committee members consider each application in light of grant program guidelines and available budget (set annually by the MAFA Board)

The Committee meets as a group and recommends one or more projects to the MAFA Board for award.

- We may recommend a partial award.

THE FINAL REPORT

1. A description of the final project
Who, what, where, when and why
Audience did not see your application
2. An evaluation of project effectiveness
Compare project goals versus actual outcomes
Include results of your evaluation plan
3. A summary of lessons learned and
advice for future project planners
4. An actual vs. proposed project budget
With explanation of any differences
5. 3-6 photographs
MAFA release forms, as required

WHAT IF CIRCUMSTANCES CHANGE?

Project details and budgets can be amended after award

Grant awards cannot be increased, but may be reduced to actual expenditures, or shifted to cover unanticipated expenses

Deadlines can be extended for good cause

Significant changes require committee approval. We should not learn of major challenges or adjustments in your final report

The crux: How would the requested change alter our original cost-benefit calculation?

WHAT IF IT ALL GOES SIDEWAYS?

Basic rule: No matter what, we will not leave you out-of-pocket for approved activities/expenses

Once you accept the award, even if you return all unspent money, you must still file a final report – with emphasis on hindsight and lessons learned

We are your partners and want you to succeed

OTHER TIPS FOR SUCCESS

Keep (incoming) guild leadership informed

Receipts/documentation are not required but must be available on request (5 years) – or ship them to us for archiving

Make a photography plan early. **No excuses**

Figure out who is writing the report. Pick someone who likes to write. Interview contributors and include multiple perspectives

Consider a snow day plan

RESOURCES

MAFA Grants Committee grants@mafafiber.org

MAFA Website <https://mafafiber.org/>

- [Grants Program Guidelines](#)
- [Online Application Form](#)
Downloadable application [Preview](#)
- [Photo Release Form and Guidelines](#)
- [Final Reports](#)