BECOME A GRANT APPLICATION REVIEWER

Based on their experience and interest, St. Louis City and County residents who nominate either themselves or someone else may be selected to review and score RAC grant applications, which encourages community involvement and adds relevance and resonance to the process. Follow the link in the QR code on the left, then complete and submit the form to nominate yourself or someone else as a grant reviewer.

Introduction

Reviewers are selected based on the number and type of applications received, so you may or may not be called for service during the 2024 grant cycle. If you are not selected to be a grant reviewer during this cycle, you will be added to RAC's reviewer pool and may be contacted for future opportunities. Please contact the RAC Grants Team with questions at grants@racstl.org. For more information about the Regional Arts Commission, please see RAC's website: racstl.org.

Time Commitment

The time commitment required to serve depends on the number of applications and the number of reviewers.

Selected reviewers are required to:

- Sign a Confirmation Form and a Conflict-of-Interest Form.
- Attend a 1-hour virtual Reviewer Orientation.
- Attend a 1.5-hour virtual Bias/Cultural Competency Training.
- Read and rate all assigned applications.
  - Reviews are done through our online grantmaking system (Blackbaud).
  - Application reviews can be completed any time before the review deadline.
  - **Organizational Grant Application Reviewers**
    (Unrestricted Funding for Arts Organizations):
    15–40 applications (when split per category and tier)
  - **Program Support Grant Application Reviewers**
    (Art Program Funding for Non-Arts Organizations, including University Arts Programs and Fiscally Sponsored Projects):
    5–40 applications
  - **Artist Support Grant Application Reviewers**
    (Individual Artists and Artist Collaboratives/Co-Creators):
    5–40 applications (when split per discipline)
  - Expect to spend from 30-60 minutes per application.
- *For Organizational Grant Reviewers ONLY*
    In addition to the online review, reviewers may need to attend a 90-minute virtual Panel Meeting to discuss and provide a second rating for applications with the greatest score variance. All virtual meetings will be recorded and published on the website so that applicants may listen to their application's review.

Eligible reviewers receive an honorarium of $200.

This is a demonstration of RAC's acknowledgement of and appreciation for the time and effort invested in our arts community. Reviewers who do not meet the deadline can receive an extension but do not receive the honorarium.

Artist Support Grants – SPRING 2024 Timeline

(***Artist Support application reviews do not have Panel Meetings.)
Note: Dates are subject to change.

Virtual Orientation* *The Orientation will be recorded for those unable to attend.	Week of March 4
Bias/Cultural Competency Training* *The Bias/Cultural Competency Training will be recorded for those unable to attend.	Week of March 4
Reviewers Receive Applications	Week of March 11
Reviewer Ratings Due** **If your reviews are not submitted by this date, you will not receive the stipend/honorarium.	Friday, April 12
RAC Staff Rating Analysis	Week of April 15
Staff Finalizes Ratings	Friday, April 19
Commission Vote on Grant Awards	Week of April 22
Grant Award Announcements	Wednesday, May 1

Organizational Grants & Program Support Grants – 2024 Timeline

(***Program Support application reviews do not have Panel Meetings.)
Note: Dates are subject to change.

Virtual Orientation* *The Orientation will be recorded for those unable to attend.	Week of April 1
Bias/Cultural Competency Training* *The Bias/Cultural Competency Training will be recorded for those unable to attend.	Week of April 1
Reviewers Receive Applications	Week of April 8
Reviewer Ratings Due** **If your reviews are not submitted by this date, you will not receive the stipend/honorarium.	Monday, April 29
RAC Staff Rating Analysis	Tuesday, April 30 – Friday, May 10
Panel Meetings for Organizational Grants ONLY***	Week of May 13
Staff Finalizes Ratings	Friday, May 17
Application Ratings Shared w/ Applicants	Week of May 20
Applicant Appeal Deadline	Friday, May 31
Applicant Appeal Meetings	Monday, June 3 – Friday, June 14
Commission Vote on Grant Awards	June Commission Meeting
Grant Award Announcements	June 2024

Artist Support Grants – FALL 2024 Timeline

(***Artist Support application reviews do not have Panel Meetings.)
Note: Dates are subject to change.

Virtual Orientation* *The Orientation will be recorded for those unable to attend.	Week of September 3
Bias/Cultural Competency Training* *The Bias/Cultural Competency Training will be recorded for those unable to attend.	Week of September 3
Reviewers Receive Applications	Week of September 9
Reviewer Ratings Due** **If your reviews are not submitted by this date, you will not receive the stipend/honorarium.	Monday, October 7
RAC Staff Rating Analysis	Week of October 14
Staff Finalizes Ratings	Friday, October 18
Commission Vote on Grant Awards	Week of October 21
Grant Award Announcements	Friday, November 1