

Corpus Christi Arts Grant Appeals Process

FAQ

Applicants who believe their proposals for funding or approval were rejected unfairly in the evaluation process have the opportunity to file an appeal. If you are considering filing an appeal, please read this information first:

How does the appeal process work?

First, you must present your case on the appeal form to City Staff who will then research your case and submit it for the Commission to consider. The Commission will make a decision on the appeal. You will be notified in writing of the Commission's determination on your appeal and any further action required.

What is the basis for an appeal?

You have a basis for an appeal if any of these is true:

- There was a conflict of interest that was not disclosed and it prejudiced discussion of your application. To support this position you must provide specific examples such as the name or names of the persons who had the conflict(s) and the nature of the conflict of interest. *(Please see definition of conflict of interest below.)*
- Incorrect information was provided when your application was reviewed despite the presence of correct information submitted as part of the original application. *(In this case, your appeal only has strength if material in your application file supports your position.)*

Please note

- Dissatisfaction with the amount of the grant award is not a basis for appeal. Funding recommendations are based on scores/rankings of the evaluators and available funds.
- Denial of grant is not a sufficient reason for appeal. This is a competitive process; generally not all applications will receive funding.

What is a conflict of interest?

A circumstance such as employment, board membership, or other personal interest that influences an individual's ability to perform their duties without bias or prejudice.

If you have further questions about the appeals process, please contact ACCartsgrants@cctexas.com.

ARTS GRANTS APPEAL FORM

Please read the FAQ prior to submitting this form

Today's date: _____

Applicant organization name: _____

Your name: _____

Your title: _____

Applicant organization address: _____

Your phone number: _____

Your email: _____

Application in question: _____

Please check one or both boxes and complete the requested information:

I believe there was a conflict of interest that was not disclosed and it prejudiced the discussion of my application.

Name of the person who had the conflict: _____

Nature of the conflict of interest: _____

Briefly explain how this conflict of interest caused your application to be improperly considered in the process. (Reference the scores/rankings and/or panel comments in these statements.)

I believe incorrect information was provided during the discussion of my original application.

Nature of incorrect information: _____

Where was this information included in the application materials? _____

Briefly explain how this incorrect information prejudiced the review. (Reference the scores/rankings and/or panel comments in these statements.)

**Submit appeal electronically to
ACCartsgrants@cctexas.com.**