



METRO ARTS

NASHVILLE OFFICE OF ARTS + CULTURE

Metro Arts FY26 Grant Panelist Guidelines

Deadline to apply: Friday, August 15, 2025, 11:59pm

Apply at: <https://mnac.submittable.com/submit>

For assistance and questions: arts.grants@nashville.gov

Metro Arts is seeking engaged community members to review and score applications and make funding recommendations for Thrive Project and General Operating Support grants. No specific experience is required, but previous grant making, grant evaluation, or grant seeking experience is a plus. Panelists will attend an orientation, complete their reviews independently within an online review system, and attend one full day, in-person review panel. Panelists' scores are averaged and used to help Metro Arts determine grant awards.

Metro Arts strives to form selection panels that are diverse and appropriate to the specific program. Metro Arts looks for individuals who are thoughtful, willing to listen to others' opinions, and are able to represent viewpoints that are relevant to the funding programs. Panelists will be selected to represent a diverse variety of experiences, backgrounds, perspectives, artist genres and involvement with the arts. All panelists should have a demonstrated interest and commitment to supporting and promoting the arts in Davidson County. This is a paid opportunity for community members to be part of Metro Arts' grant making process. Not all who apply will be selected to serve as a panelist.

Opportunities: General Operating Support & Thrive Project Grants

Selected panelists will be assigned to serve on a panel for one of two grant programs: General Operating Support or Thrive Project grants. General Operating Support grants provide funding for the general operations of arts-focused nonprofit organizations in Davidson County. Thrive Project grants support artist-led, community-based art projects or programming for independent artists, artist teams, or nonprofit organizations.

Panelist Participation and Timeline

Please note the following important dates. Selected panelists must commit to attend one virtual orientation and their assigned in-person review panel. Panelists will only be selected to serve on a Thrive or Operating panel (not both). Applicants will indicate their interest or preference on their Submittable application.

Friday, August 15, 2025 (11:59pm)	Deadline to apply
Friday, August 22, 2025	Selected panelists will be notified

Tuesday, September 2, 2025 12:30pm – 1:30pm <i>or</i> 6:30pm – 7:30pm	Virtual orientation and training. Only one session required; select the time that is best for you
September 2, 2025 – September 11, 2025	Independent review period
Thursday, September 11, 2025 9:00am – 4:00pm	In-person Thrive review panel(s). Location to be determined. Lunch provided.
Friday, September 12, 2025 9:00am – 4:00pm	In-person Operating review panel(s). Location to be determined. Lunch provided.

Stipend

Selected panelists will receive a stipend of \$595. Panelists must score all their assigned applications and attend the in-person panel to receive payment. To receive payment, panelists must register as a vendor in the Metro Finance system. Payments will be issued approximately 30 days after the panel. More information will be provided if selected.

Panelist Eligibility & Requirements

All panelists must:

- Be at least 18 years of age.
- Reside in Davidson County.
- Have a keen interest in the arts (as a working artist, participant, audience member, advocate, educator, etc.).
- Have a basic understanding or previous experience of grant-making or previous grant panelist experience.
- Complete the panelist application in full.
- Be available and committed to attend orientation, independently complete the application review through Metro’s online review system, and attend an in-person review panel.

Ineligibility & Conflicts of Interest

There are certain individuals who are not eligible to serve as a panelist. They include:

- Employees of the Metropolitan Government of Nashville and Davidson County or Metro Nashville Public Schools are not eligible to apply.
- Elected officials of the Metropolitan Government of Nashville and Davidson County or Metro Nashville Public School Board are not eligible to apply.
- Members of the Metro Nashville Arts Commission, Public Art Committee, or Committee on Anti-Racism and Equity are not eligible to apply. Their family and immediate household members are also not eligible.
- Individuals seeking Metro Arts grant funding in FY26 are not eligible to apply.
- Individuals that are employees of or have a business or financial relationship with an individual or organization applying for grant funding are not eligible to apply. Family and immediate household members with a business or financial relationship with an artist or organization applying for funding are also ineligible. Financial relationships include but are not limited to serving on an organization’s board of directors or being employed by

an organization. Business relationships include but are not limited to gallery owners, brokers, artist representatives, agents, fabricators, suppliers, and employers.

- Individuals shall not provide services for compensation, directly or indirectly, to a person or organization who is requesting approval, action, or determination from the Metro Arts Commission.

Metro Arts makes every attempt to identify conflicts of interest in addition to requiring the eligibility requirements above. If a conflict of interest is identified among a selected panelist, the panelist will not score the application or participate in discussion of the application. Individuals shall not participate in making or influencing any Metro Arts grant decision or action in which they know that they have any material financial interest distinguishable from that of the public generally.

Panelist Application Questions

All prospective panelists must apply through the Metro Arts Submittable platform: <https://mnac.submittable.com/submit>. In addition to eligibility questions, applicants will be prompted to answer the following questions:

1. Biography: How has your personal or professional experience contributed to your interest in serving on the Metro Arts grant review panel?
2. How has your background and experience prepared you to contribute to Metro Arts, as an agency that values equity, accessibility, and inclusive practices in the arts?
3. Describe your personal and/or professional grant editing, grant seeking, grant review or other grant experiences that will contribute to the process. Include information about how you collaborate with others.

The deadline to apply is Friday, August 15, 2025 at 11:59pm. Submissions will not be accepted beyond the deadline. Draft submissions are not visible to Metro Arts and will not be reviewed.

Contact

Please contact Metro Arts staff at arts.grants@nashville.gov with any questions about these guidelines, Metro Arts grants, and related processes.

Technical questions about the online submission portal (Submittable account set-up, technical difficulties, etc.) should be directed to <https://www.submittable.com/help/submitter/>.

About Metro Arts Nashville Office of Arts and Culture

Metro Nashville Arts Commission or “Metro Arts” is the office of Arts & Culture for the city of Nashville and Davidson County. We believe that arts drive a more vibrant and equitable community. We strive to ensure that all Nashvillians have access to a creative life through community investments, artist and organizational training, public art, and direct programs that involve residents in all forms of arts and culture.

We strive to embody practices that ensure that all people can fulfill their rights of cultural expression and belonging, participation, learning, and livelihood within the arts ecosystem. This includes specific commitment to people who have been historically underrepresented in mainstream arts funding, discourse, leadership and resource allocation, including, but not limited to, people of color, people of all ages, differently abled people, LGBTQ people, women, and the socio-economically disadvantaged.