



Criteria for Funding

- The applicant must be a non-profit, tax-exempt organization qualifying for federal tax exemption under section 501(c)(3) of the Internal Revenue Code and to which donations are allowable as charitable contributions under section 170(c) of the Internal Revenue Code.
- The person responsible for receipt and administration of grant funds as well as the grant writer must view the Grant Submission Introduction video that is linked from the [WAAC web page](#).
- All funding requests must be made on the official WAAC grant application. Applications submitted on altered formats of official forms will not be considered for funding.
- Projects, performances and/or services must be held in the Historic Triangle (City of Williamsburg, James City County, and Upper York County).
- Special consideration will be given to projects, performances, and/or services that nurture the Historic Triangle's diverse communities and underserved populations, which include minorities, children, senior citizens, people with disabilities, and the financially challenged.
- The Commission looks favorably on applicants who apply for funding from other sources in addition to the WAAC. You'll enter such information into the grant application section entitled "Other Gifts and Grants Pending and Received."
- Sound management and adequate fiscal responsibility are major factors in evaluating funding requests.
- Projects, performances, and/or services already completed are not eligible for funding.
- Email an electronic version of your completed .pdf application form to Andrea Lemieux at alemieux@williamsburgva.gov.
- Mail or deliver 10 hard copies of your application to: Andrea Lemieux, Economic Development Office, City of Williamsburg, 401 Lafayette Street, Williamsburg, VA 23185.
- Grant applications are due by December 1 at 4 pm. If December 1 is a weekend day, your application is due the Friday before. Late applications will not be accepted.
- Organizations will be notified of their grant status in mid-May.