

Michelle Lujan Grisham • Governor

Rob Black • Cabinet Secretary

## Grant Programs FAQ

Updated 2025

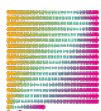


### 1. DOES MY BUSINESS QUALIFY AS CREATIVE INDUSTRIES?

- a. New Mexico statute identifies “creative industry” as a business, organization, or person engaged in creative enterprises in the following industry areas:
  - i. Performing, Visual, & Literary Arts
  - ii. Entertainment, Media, Information & Broadcasting
  - iii. Applied Arts & Design (including Architecture, Landscape Architecture, Museum & Gallery professions)
  - iv. Promotion, Marketing, Graphics & Industrial Design
  - v. Technology & computer system design, software design, coding & digital media
  - vi. Crafts & Artisan Professions (including metal, wood, glass, ceramics, paper, printing, textile, and culinary arts)
- b. **“Creative Industry” does not mean a business, organization, or person engaged in creative enterprises involving film. Film means “filming activity supported by the New Mexico film division of the department” i.e. the New Mexico Film Office.**
- c. See Creative Industry Cluster details and corresponding NAICS Codes on page 206 of the [2024 Creative Industries Division Study](#).

### 2. WHO CAN APPLY FOR CREATIVE INDUSTRY DIVISION GRANTS?

- a. Creative Industries Division Grants are only awarded to legal entities, not individuals. Legal entities includes state, counties, municipalities or other political subdivision of the state, Indian nations, tribes or pueblos, for-profit, and nonprofit organizations.
- b. Sole-proprietorships and individuals are not eligible for any grants.
- c. Individual grants may have varying applicant pools, but they are still restricted to this broader group per statutory requirements.



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### **3. ARE THERE TAXES OR FEES ASSOCIATED WITH GRANT FUNDING?**

- a. Grantee recipients are responsible for any applicable state and federal taxes including Gross Receipts Tax of grant funding awarded and will receive a 1099 from the state. Tax exempt entities excluded.

### **4. HOW DO YOU DETERMINE WHO RECEIVES FUNDING?**

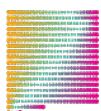
- a. Final scores are based on the scoring rubric provided in the respective grant application.
- b. Each grant program is scored competitively by scoring committees that include division and department staff, division ambassadors, and potentially others, all of which are required to sign a conflict-of-interest agreement.
- c. In accordance with statute, at least fifty percent (50%) of all funds awarded from the Creative Industries Fund shall be awarded to projects or programs located in rural or underserved communities, as defined by the division.

### **5. WHAT TYPES OF PROGRAMS AND PROJECTS DO YOU FUND?**

- a. For all programs: Funding will be awarded on a competitive basis to projects or programs that demonstrate the potential to stimulate community or economic development through creative industries and demonstrates or supports one or more of the following statutory requirements.
  - i. Broad local support, including in-kind or financial support from local governments and surrounding communities or neighborhoods;
  - ii. Assistance to small businesses with fewer than ten employees;
  - iii. Expansion of existing creative industries; and/or
  - iv. The promotion of inclusion and diversity.

### **6. CAN I GET HELP, OR ASK QUESTIONS ABOUT THE PROGRAM?**

- a. Questions related to grants can be asked & answered during grant overview webinar, usually the Friday of the week of a grant announcement.
- b. Questions permitted during grant cycles, outside of the overview webinar, will only be considered if they are affecting application



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accessibility, or other technical questions not associated with the content of perspective responses, applications, or proposals.

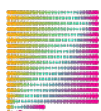
- c. Division staff cannot aid anyone directly in the application process of an active grant, or answer questions associated with the content of perspective responses, applications, or proposals.
- d. Other questions related to grants must be submitted before or after the grant period, or during a grant overview webinar.

## **7. HOW LONG WILL IT TAKE TO RECEIVE GRANT FUNDS?**

- a. Grant processing can take 8-16 weeks or more to receive payment depending on the communication with the division, and the internal state processes to evaluate, check, and confirm information. Sometimes processing time can take longer than expected if the internal finance team, or other state agency is back logged with other applications, and review of documentation. The agency runs numerous grant programs yearly that must be approved by other agencies including Department of Finance Authority, and Taxation and Revenue. Additionally, grant recipient response times to requests can lengthen the processing time, in addition to setbacks if tax information is incomplete with the state.
- b. W-9's which are required, can take several weeks to process through respective agencies before getting ultimate approval in the state system.

## **8. WHEN DO APPLICATIONS CLOSE?**

- a. All grant applications close at 6pm mountain time, on the specified date.
- b. If you are having technical difficulties with your application, please reach out to us at least 8 hours before the application closes so we can address any issues while staff are available.
- c. If applications are received after the posted date and "end of day" time (6pm Mountain Time) the application is deemed invalid and will not be evaluated.



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**9. CAN MY ORGANIZATION APPLY FOR MULTIPLE GRANT PROGRAMS THROUGH THE DIVISION?**

- a. Applicants may apply for separate distinct programs in the division, so long as the project scopes aren't interfering, or overlapping in intent, budget, funds, execution, or uses.
- b. Grant awardees may NOT apply for an additional grant from the same program if they are still within a project period for the initial grant. I.e. Awardees who received funding in 2025, that do not submit a final report till June 30, 2026, cannot apply for additional funding from the same program before June 30, 2026 or the final report due date.

**10. ARE CAPITAL/INFRASTRUCTURE IMPROVEMENT EXPENSES ALLOWED FOR ANY GRANT OPPORTUNITIES?**

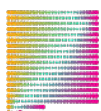
- a. Some of our grants include infrastructure and will have different improvement funding. Individual programs allowable uses will be articulated in the respective grant application.

**11. DO YOU SUPPORT NEW ORGANIZATIONS? OR DOES THE ORGANIZATION NEED TO BE ESTABLISHED?**

- a. All organizations must have a minimum of three-year history of operations, programming and/or services at the time of application. Please review grant-specific guidelines for additional information.

**12. ARE THERE ANY TIPS FOR NEW APPLICANTS?**

- a. Read the guidelines for each individual grant in full before beginning an application.
- b. Give yourself plenty of time to prepare and submit an application.
- c. Be specific and be clear. Successful proposals address the grant program requirements and goals.
- d. Be authentic. Celebrate what makes your proposal unique. Avoid jargon and unedited AI generated responses in your narrative.
- e. Prepare your responses in a word processing application (MS Word or Google Docs) before inputting your narrative into the online grants management system.



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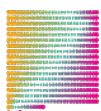
- f. Check the online application for specific instructions about uploads and documentation that are not detailed in the guidelines.

**13. I AM A FILM COMPANY OR PRODUCTION COMPANY; CAN I QUALIFY FOR DIVISION PROGRAMS?**

- a. The division does not support businesses, organizations, or persons engaged in enterprises involving film. Film means “filming activity supported by the New Mexico film division of the department” i.e. the New Mexico Film Office.
- b. Any business receiving/reporting a tax incentive in the most recent tax year to Taxation and Revenue and or the NM Film Office is not eligible for division programs.

**14. CAN MY PROJECT OR PROPOSAL BE FOR ONE SPECIFIC INDUSTRY?**

- a. All projects/program participants must make a sincere effort to include participants rooted in a wide swath of creative industries and not overly favor certain specific industries.



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