



Dear Tier II Organizations,

Here's to an amazing 2022 year-end. SCFD's goal is to continue to support you to the best of our ability while staying true to our governing state statute to provide funding to "enlighten and entertain the public."

### What You Need To Know

#### 2023 Process Calendar & Grant Portal Are Available

[Important dates](#) for 2023 and access to the SCFD Grant Portal are available on the [Tier II page](#) of the SCFD website.

#### Reminders

- For the 2023 grant cycle, Tier II qualification will be based on the most recently completed fiscal year qualifying annual operating income, qualifying paid attendance, and qualifying free attendance.
- The qualifying income threshold is **\$1,796,865.14 for 2023**.
- Form A Qualification Matrix, Form B Qualifying Paid Attendance, and Form C Qualifying Documented Free Attendance **are required** for 2023.
- Both the qualification and certification portions of the report need to reflect your organization's Most Recently Completed Year.
- [Regional Impact Requirement](#): all Tier II organizations must prove that at least 15% of Colorado attendance comes from outside their organization's home county.

### What You Need To Do

#### Tier II Annual Submission Training

- Wednesday, April 26, 2023, from 11:00 am to 1:00 pm via Zoom. Register [here](#).
- Training will be recorded and posted for future reference.

#### Free Days Calendar - add your events now!

- The Free Days calendar can be accessed via the SCFD home page and the "Find Culture" tab.
- Please provide SCFD with your upcoming free days: <https://scfd.org/submit-event/>
- Thank you to all organizations that have already submitted events!

#### Forward This Email To Your Auditor

It is your responsibility to update your auditor, informing them of these changes for 2023. For the 2023 SCFD application, auditors will be required to provide you with audited financial statements and Forms A and B, including all required letters and schedules. All required forms can be downloaded from the [Tier II page](#) of the SCFD website.

**Next Update: April 2023**

Sincerely,

**Dana Manyothane** Program Officer | [dana@scfd.org](mailto:dana@scfd.org) | 303.860.0588 ext 112

**Tim Murphy** Program Officer | [tim@scfd.org](mailto:tim@scfd.org) | 303.860.0588 ext 114

**Kendal Zimmermann** Program Officer | [kendal@scfd.org](mailto:kendal@scfd.org) | 303.860.0588 ext 115

**Jessica Kato** Deputy Director | [jessica@scfd.org](mailto:jessica@scfd.org) | 303.860.0588 ext 111

---