



Zoo, Arts & Parks Newsletter

April 2008

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ZAP Advisory Boards
Zoo, Arts & Parks Tier I and Tier II Advisory Board list with address

Mayor Peter Corroon
County Mayor Contact Information

Salt Lake County Council
County Council Contact Information

Contact Us

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Budget Wisely: 2008 ZAP Revenues Less than Projected

The January 2008 ZAP revenues have been reported to Salt Lake County recently. In analyzing the data it appears that the 2008 projections may be less than originally anticipated. The amount received for January 2008 is about the same as the funding received from January 2006. If this trend holds throughout the year, revenues will be about 8 1/2% less than in 2007. Please keep this in mind as you budget for future ZAP funding. The ZAP program encourages you to be fiscally conservative as you build your 2008-2009 budgets.

ZAP Website Update

Many of you have expressed difficulty finding the application forms this year. Please note that information that pertains directly to applicants and recipients is placed under the tab called "Recipients". So look for the applications under the "Recipient" tab.

The following is a guide to the website and how it is organized.

RECIPIENT Tab

- Advisory Boards (with addresses)
- Communications (from the ZAP program to all interested applications and recipients)
- Links
- Logo
- Policy
- Revenue Projections
- Application Information
 - Application Forms
 - FAQ (Frequently Asked Questions)

- Financial Health Test
- Sample Contracts
- Workshops
- ZAP Eligible Disciplines
- Newsletters
- Evaluations
 - Tier I and Zoological Evaluations
 - Tier II Evaluations
 - FAQ about Evaluations
 - Sample Evaluations
- Resources
 - Books
 - Calendars
 - Public Relations Guide
 - Other Resources
 - ZAP Ad
- Contact Us

- CALENDAR Tab – link to NowPlayingUtah.com

The information that is geared to the general public is located under the “General Information”.

GENERAL INFORMATION Tab

- Policy
- Contact Us
- Advisory Boards (without addresses)
- Free Events
- Funding History
- Tier II Organizations
- Tier I and Zoological Organizations
- News Releases

<http://www.zap.slco.org/zapArts/index.html>

NowPlayingUtah.com - is live!

Please be sure your organization is using the www.NowPlayingUtah.com website to highlight your events for the public! Also – forward the link to any other organizations or artists so they can enter their information as well.

The ZAP Graphic Standards, Resources and Style Guide will be revised to reflect the implementation of the calendar. Please use your best efforts to promote [NowPlayingUtah.com](http://www.NowPlayingUtah.com) to all your constituents, patrons, donors, artists, colleagues, etc.

Thank you for supporting and promoting this important resource!

2008 Tier II Application Deadline

Application Deadline will be Friday, May 2, 2008 – no late applications!

Application must be received in the ZAP Program office by 5:00 p.m.

or

postmarked on or before Friday, May 2, 2008

A revised version of the application and guideline that reflects the new policy updates will be placed online by April 22nd! I've tried to incorporate all the policy updates – if you notice any errors or inconsistencies, please let me know.

If you've already submitted your application – don't worry – we'll call you if we have questions. Due to the delay in some of the updates, audits and reviews may be submitted on or before May 30, 2008

2008 Policy Updates:

The Salt Lake County Council approved the revised ZAP policies yesterday. For the complete policy visit the ZAP website and go to the Policy tab (under both the General Information and Recipients tabs).

The following are the key updates to the ZAP policy:

- Related Party Transactions may be considered a non-qualifying expenditure
- Tier II financial requirements have been revised:
 - requesting and eligible for \$15,000 and less - no additional financial statements are required
 - requesting and eligible for over \$15,000 and less than \$30,000 - a certified review for the previous year is required
 - requesting and eligible for \$30,000 - \$59,999.99 - a certified audited financial statement for the previous year is required
 - requesting and eligible for \$60,000 or more - three-years of certified audited financial statements is required
- The policy encourages all ZAP organizations to abide by professional and ethical non-profit standards

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- The policy allows a process for Tier II groups to modify the scope of their application
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New Advisory Board Member

Please welcome Stephanie Harpst as a new Tier I Board Member. Stephanie is Vice-President of Community Relations for Wells Fargo Bank. She is a very active participant in arts and cultural events and we appreciate her passion and enthusiasm.

Inviting Advisory Board Members to Events

The ZAP program strongly encourages all ZAP recipients and applicants to invite the appropriate ZAP Advisory Board to your events. Addresses for the advisory board are listed on the website under “Recipients”. Board members may change annually – so update your list at least once a year. If you wish to send an email invitation to either the Tier I or Tier II Advisory Board, please send me the email and I will forward. **Please request that you want me to send it to the board**, otherwise I may think it is for me and not the board! Please send notices at least two weeks in advance of the event.

Reminders

Please tell your PR/Marketing Coordinators that the ZAP logo is available on-line!

Please tell your Development Directors that advisory board addresses are available on-line.
