

**Middlesex County Board of Chosen Freeholders**

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Kathaleen R. Shaw, *Department Head,*  
*Business Development and Education*

**Middlesex County Office of Culture & Heritage**

Isha Vyas, *Division Head, Arts and History Program Services*

Bethany Widrich, *Arts Services Coordinator*

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732.745.4489 (Voice), 732.745.3888 (TTY)

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All County Facilities are Barrier Free

Assistive Listening Systems are Available at ALL Times

Voice-to-Print Services, Large Print Materials and Portable Wheelchairs Available



# How to Value NON-CASH Contributions

**Middlesex County Office of Arts & History**

75 Bayard Street, New Brunswick, NJ 08901

732.745.4489

732.745.3888 (TTY users)

*for*  
**ARTS GRANTS  
&  
HISTORY GRANTS**



## Non-Cash Contributions Overview

In-kind contributions are those goods, services, equipment and expertise that are donated toward an organization or project, that, if not donated, would have necessitated an expenditure of cash.

In-kind contributions reflect the support of the community and indicate a broad base of interest in a program, thus they are very important to evaluators.

Values are determined based on fair market value. Although some items may be valued on general acceptable rates, others should be valued based on quotes from vendors.

For very specific consumer materials, e.g. fabric, lumber, paint, panels, paper, dance shoes, sheet music, books, refreshments, etc., obtain quotes early in your planning process.

Security officers are based on local contracts.

*Artists, artistic services, historians and historic services should NOT be donated, this is one of the main purposes of our grants.*



## Benchmark In-Kind Values

ITEM	DESCRIPTION	VALUE
Office Space	Business district in downtown or other prime location	\$15-20 per square foot
	Other locations	\$5-10 per square foot
Theater Space	350 seat house 1,100 seat house	\$2,000 \$5,000
School Auditoriums & Gymnasiums	Elementary & Middle School	\$200-500
	High School	\$500- \$1,200
Classroom Space	Does not include some mandatory fees	\$100 per 4 hours

ITEM	DESCRIPTION	VALUE
Library Space	Often a refundable deposit	\$50 per day
Local Veterans of War Facility		\$500 per day
Dance Studio		\$75 per hour
Clerks and Front of House	Mailings, Ticket Takers	\$12 per hour
Word Processing	Services	\$17 per hour
Assistant Coordinator	With arts knowledge	\$19 per hour
Coordinator	With arts experience and in a supervisory role for the project	\$25 per hour
Advisory Committee	With special expertise, who are educators, artists and those who bring important skills to the project	\$35 per hour
Board Members		\$35 per hour
Faculty	Elementary or Secondary	\$31 per hour
	Higher Education Faculty	\$37 per hour
Plumbers, Electricians		\$22 per hour
Security Personnel	Police, Fire, First Aid	\$27 per hour
Legal Counsel	Non-profit rate	\$250 per hour
Researcher		\$20 per hour
Graphic Designer		\$22 per hour
Web Developer		\$30 per hour
Insurance	No standard costs	Obtain quotes
Photocopying	Black & White	10 cents per page
	Color Copies Letter Size	64 cents per page
	Color Copies Oversize	\$1.25 per page
Telephone	Local Calling	\$60 per month
Showmobile	Portable Stage in a large van	\$700 per day
Mileage	NJ State Rate	56 cents per mile
Travel Long Distance	Mode of Travel	Obtain quotes