

# Winter 2019

## Support Grant Guidelines

### Operating Support for Arts Organizations



#### **APPLY**

ONLINE: [bit.ly/artscouncilsc-grants](http://bit.ly/artscouncilsc-grants)

Deadline to apply: February 4 (5pm)

Awards announced: April 5, 2019

Grant start date is flexible between: December, 2018 – March, 2020

We recommend all applicants attend a grant orientation.

Details: [artscouncilsc.org/grants](http://artscouncilsc.org/grants)

Questions? Email Hannah Garcia

Grants Program Manager

[hannah@artscouncilsc.org](mailto:hannah@artscouncilsc.org)



**ARTS  
COUNCIL  
SANTA  
CRUZ  
COUNTY**



## Community Foundation and Arts Council Grantmaking Partnership

Arts Council Santa Cruz County and Community Foundation Santa Cruz County are excited to be working together to strengthen our support for the arts through a new grants partnership! To do so, we are offering a joint application and a single review process for arts organizations with the goal of simplifying the application process and reducing the burden on our local arts community.

The Arts Council will be conducting application reviews and sharing the results of its review process with the Community Foundation. **Each organization will then, independently, set award amounts and make grant awards based on the availability of funds.** After the application deadline, the review period will take place between February-March and award announcements will be made on Friday, April 5, 2019.

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### Mission

To promote, connect, and invest in the arts in order to stimulate creativity and vibrancy in Santa Cruz County.

### Vision

We envision a more vibrant Santa Cruz County, where individual and collective artistic expression thrive and where the arts are a valued part of all aspects of our diverse culture, economy, educational systems and everyday life.

### Commitment to Equity

Through our grantmaking, we seek to deliberately and continuously address systemic barriers to opportunity and are committed to promoting equity and inclusion for all Santa Cruz County residents. We believe an organization's impact is enhanced when people from different backgrounds with unique perspectives are engaged in its activities and decision-making processes. Equally important is when an organization's work furthers equitable opportunities and outcomes and when their board and staff reflect the communities they serve.

We acknowledge that historically and currently, institutions and systems of power may grant privilege and access unequally, especially on the basis of race/ethnicity, sexual orientation, gender identity, citizenship status, socioeconomic status and disability status. The more that these barriers converge, greater limitations to opportunity exist. We recognize that large disparities in access to the arts are pervasive and action is required to advance equity.

### Grant Program Objectives

We provide funding for artists and arts organizations in Santa Cruz County to:

- Support the creation and presentation of artistically excellent work
- Increase the success of artists and the sustainability of arts organizations
- Expand equitable access to the arts
- Engage new audiences in the arts
- Increase social impact through art

We know your proposed project may encompass multiple objectives. In the grant application we will ask you to choose one of the last three objectives that most closely aligns with your proposed project and will give you the greatest success when reporting.

## **Support Grant Program Overview**

Support Grants provide general operating support for arts organizations that are based in, produce, and publicly exhibit their work in Santa Cruz County. Open to all arts organizations, regardless of budget size.

## **Eligibility Criteria**

Grant Program staff determines the eligibility of the applicant based on the following criteria. Applicant must:

1. Have as its primary mission the development and delivery of arts and/or cultural programming to the public;
2. Be a 501(c)3 nonprofit organization or have a fiscal sponsor that is a 501(c)3 nonprofit organization;
3. Be based in and produce the majority of its work in Santa Cruz County;
4. Have met previous grant reporting requirements; and
5. Have a board-approved non-discrimination policy.

## **Support Grants Do Not Fund**

- Capital improvements, construction, or renovation projects
- Government departments, boards, or programs
- Foundations, social services, political or religious advocacy, or for-profit organizations

## **Review Criteria**

- Demonstrated commitment to the art form in the proposal
- Artistic excellence
- Capacity to administer and implement programs
- A realistic budget
- Sustainable income streams
- Effective and accountable management
- Success and innovation in attracting and maintaining new audiences
- Demonstrated support from the community through on-going participation and financial support
- How you are advancing social justice and equity for individuals and families in your community.
- Accessibility of programs to the full diversity of Santa Cruz County residents
- A strong community-based board of directors or trustees
- Completeness and clarity of application

## **Review Process**

Proposals are reviewed and scored by volunteer panelists. The Grants Committees of the Arts Council and the Community Foundation considers these scores and makes funding recommendation for consideration by their respective boards, based on funding availability.

## Awards

### Arts Council of Santa Cruz County

Maximum award size is based on an organization's previous year's expense budget. Awards are paid in two installments. The first half will be awarded upon receipt of the signed grant agreement. The second half will be paid in July.

Previous Year's Expense Budget	Maximum Grant Request
Greater than \$500,000	\$10,000
Greater than \$100,000	\$6,000
Greater than \$50,000	\$5,000
Less than or equal to \$50,000	The lesser of \$4,000 or 30% of previous year's budget.

### Community Foundation of Santa Cruz County

The size of the award is based on the availability of funding. The total grant award is paid upon receipt of a signed grant agreement.

## Restrictions

All grant funds must be used in accordance with the grant agreement and be used within the grant period.

## Grantee Responsibilities

- Recognize the Arts Council and the Community Foundation in promotional materials
- Provide six complimentary tickets to an event (or events) supported by the grant, in an effort to share the value and impact of our grantees work with Arts Council Grant Panelists, Grants Committee and Board members.
- Submit a final report at the end of the grant period
- Retain financial records for the funded project in the event that they are required for an audit

## Application Support Materials

**Financial statements, current fiscal year budget and a board list** give as a snapshot of your organization. (required)

**Work samples** serve as the key indication of artistic excellence. (required)

**Resumes and bios** show the experience and professionalism of the staff and artists who support and create your work. (optional)

**Reviews, letters of support, brochures, program, or flyer to** give a view into the impact and effectiveness of your community outreach. (optional)

**Limits:** Out of respect for our volunteer panelists' time (and limits to our server space), please submit no more than twelve items (25MB total). We recommend the following:

- Previous year's financial statements, current fiscal year budget, and board list (4)
- Work samples (3-6)
- Resume or bio (1-2)

- Reviews, letters of support, brochure, program, or flyer (1-2)

## **How to Apply**

1. Attend a grant orientation session (recommended for all applicants, but not required).
  - Orientation will be held on Tuesday, January 15 at 10am at Community Foundation.
2. Register for an account or log-in online at [bit.ly/artscouncilsc-grants](http://bit.ly/artscouncilsc-grants)
3. Complete the online application

If you encounter problems or have questions, please contact Hannah Garcia, Grants Program Manager at [hannah@artscouncilsc.org](mailto:hannah@artscouncilsc.org).

## **Public Records**

Information submitted as part of a grant application is kept confidential unless disclosure is required by law.

## **Statement of Non-Discrimination**

Arts Council Santa Cruz County is committed to providing services and making resources available to every resident of Santa Cruz County without regard to ethnicity, color, creed, religion, age, gender, gender identity and expression, sexual orientation, military status, marital status, political opinion, national origin, familial status, mental and physical disability, or source of income.