



# Los Angeles County Arts Commission ORGANIZATIONAL GRANT PROGRAM 2019-20 GUIDELINES

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## WHAT'S NEW

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There are three categories of changes affecting the 2019-20 Organizational Grant Program application, guidelines and requirements.

- 1) Changes to reflect the new requirement for all applicants to submit a board-adopted cultural equity and inclusion statement, policy or plan as part of the Cultural Equity and Inclusion Initiative;
- 2) A change to clarify existing eligibility requirements;
- 3) Additional changes that streamline the application process and reduce the administrative burden for applicants.

Contact Arts Commission Grants staff with questions about any of these changes or requirements at (213) 202-5858 or [grants@arts.lacounty.gov](mailto:grants@arts.lacounty.gov). Changes are listed below.

### OVERVIEW OF CULTURAL EQUITY AND INCLUSION INITIATIVE (CEII) AND THE ORGANIZATIONAL GRANT PROGRAM (OGP)

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In November 2015, a resolution directing the Los Angeles County Arts Commission to conduct “a constructive County-wide conversation about ways to improve diversity in cultural organizations” for all LA County residents was unanimously passed by the Board of Supervisors with a focus on five key target areas: Boards of Directors, Staffing, Audience/Participants, Programming, and Artists/Creators.

Thirteen actionable recommendations to improve cultural equity and inclusion in the arts emerged. These recommendations open the doors to resources and promote tools that can break down barriers of exclusion in a way that fosters and promotes arts and culture – as well as the benefits they provide – for all residents of LA County. [Click here](#) to read more about this 18-month public process and the 13 recommendations approved by the Board of Supervisors.

The Los Angeles County Cultural Equity and Inclusion Initiative vision and values are outlined below:

- Every individual participates in creative thinking and expression.
- Every individual has the right to engage in arts and culture that celebrate their highest potential.
- Our community's diversity is an asset to our arts and cultural environment and our economy.
- Including communities through the arts and culture achieves our highest potential, by promoting mutual respect and understanding.

There are three significant changes to the guidelines as part of the CEII vision and values, each marked with an asterisk below.

### BOARD APPROVED STATEMENT, POLICY OR PLAN REQUIREMENT\*

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Beginning in fall 2018, all applicants to the OGP Program are required to submit board-adopted statements, policies or plans that outline their commitment to diversity, equity, inclusion and access as part of their applications.

To assist applicants with preparing for this new requirement, the Arts Commission is offering a number of free workshops designed to help applicants either clarify and begin outlining your organization's relationship to cultural equity and inclusion, or to deepen the policies you already have in place. [Click here](#) to learn more about this new requirement and to see the schedule of workshops offered to assist organizations regarding this new requirement of the application.

It is important to note that board adopted statements, policies or plans will be submitted online and reviewed by staff for completion and compliance purposes. Panelists will not review these materials. Additional and updated questions in the application will allow applicants to provide information about how the organization is currently addressing and taking steps to integrate and reflect the values of cultural equity and inclusion in their work.

See page 13 for more information on this new requirement, details on how to submit required documentation, as well as a link to helpful online resources.

## REVIEW CRITERIA POINT REDISTRIBUTION\*

In light of the new CEII recommendations a redistribution of points assigned to review criteria has been implemented. The maximum point total for the Awareness of/Response to Community Need – Criterion 5 has changed from 20 to 25 and point distribution for artistic quality has been changed from 40 to 35.

Criterion	Prior Point Distribution	New Point Distribution
Artistic Quality of Organization	40	35
Organizational Readiness/Management Capacity	15	15
Quality of Project Plan	20	20
Quality of Project Evaluation	5	5
Community Need/Audience	20	25

## UPDATED APPLICATION QUESTIONS\*

The application will now include additional questions to allow applicants to address how the values of cultural equity and inclusion are integrated and reflected. To review a sample of the new application, [click here](#).

## CHANGES TO REQUIREMENTS FOR ARTS EDUCATION PROGRAMS/PROJECTS

Arts Education organizations that are applying for funding for arts education programs and/or related projects are still required to provide a sample of their curriculum and demonstrate quality teaching and learning in their educational materials and artistic samples. However, although it is still encouraged of all arts education applicants regardless of format, the requirement to link the programming to Visual and Performing Arts (VAPA) or other state content standards has been lifted for organizations whose programs or projects do not involve in-school programming. See page 11 for more details on this requirement.

Additionally, in prior years, applicant organizations in the arts education discipline that were listed on the *Arts for All* directory could automatically skip questions in the arts education section of the application. Due to a change in the purpose and function of the directory, all arts education related questions must now be answered by all applicants. To read more about the changes to the directory, visit: <https://www.lacountyartsedcollective.org/models-resources/community-arts-educators>.

## CHANGES TO FINANCIAL DOCUMENTATION REQUIREMENTS

There are two changes to the financial documentation requirements in the application:

### **Audit Threshold**

Financial Audits are now required only for organizations with budgets of \$2 million or more.

### **DataArts Analytic Report**

In prior years, two financial reports sourced from the DataArts website were required with applications – the OGP Funder Report and the Analytic Report. The Analytic Report requirement has been eliminated and now only the OGP Funder Report is required with the application.

## ELIGIBILITY CLARIFICATION

In order to further clarify eligibility requirements for 501(c)3 organizations affiliated with municipalities or other county agencies this section of the guidelines has been amended. See page 5 for a description of organizations that are not eligible to apply to OGP.

## APPLICATION WORKSHOP WEBINARS

In order to assist organizations considering applying to the OGP program for the first time and for organizations that would like to stay up-to-date on changes to the grants guidelines, grants staff provide annual application workshops in all five districts of the County. In addition to in-person application workshops, this year, grants staff will also provide webinars for those interested in

attending an application workshop but that prefer to do it remotely via the internet. To see the workshop schedule for fall 2018, [click here](#).

## OVERVIEW OF REQUIREMENTS AND APPLICATION PROCESS

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The Organizational Grant Program (OGP) provides financial support to assist and strengthen nonprofit arts organizations providing quality arts services to Los Angeles County residents. These diverse cultural services positively impact residents, neighborhoods and communities by providing direct access and increased opportunities for arts activities and programming.

### CALENDAR + TIMELINE

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Organizational Grant Program applications are accepted annually.

Guidelines Available	August 15, 2018
<a href="#">Workshops* Offered</a>	Several workshops will be offered from August – October 2018. Click <a href="#">link</a> for full schedule.
Open Application Period	September 5 - October 31, 2018, by 11:00pm PST
Staff Review	November 2018
Peer Panel Review	January – March 2019
Commission Review	April – May 2019
Board of Supervisors Approval	July 2019
Notifications Sent via Email	July 2019
Grant Period	July 1, 2019 – June 30, 2021

**\*New applicants and applicants that did not receive funding the last time they applied to the Organizational Grant Program are required to attend an OGP workshop either in person or the online webinar. No exceptions will be made.**

### ACCESSING THE ONLINE GRANT APPLICATION

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Applicants are required to submit applications, artistic documentation and support materials via the Arts Commission's online grant system at <https://www.lacountyarts.org/apply>. The Arts Commission strongly recommends submitting the application at least **five** days prior to the deadline to give ample time to troubleshoot.

### OGP BUDGET CATEGORIES & DEADLINE

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In prior years, OGP deadlines were based on budget size. Starting this 2019-20 grant cycle, there is only one deadline and it applies to all budget categories regardless of budget size. The deadline to submit the online OGP application will be on **Wednesday, October 31, 2018 at 11:00 p.m. PST**. In order to ensure that organizations have enough time to prepare, the OGP guidelines and application will be posted on our website on Wednesday, August 15, 2018 and the application will open on September 5, 2018, which provides organizations with eleven weeks to review and prepare and a full eight weeks to apply.

Budget Category	Budget Size	Deadline
OGP 1	Up to \$199,999	Wednesday, October 31, 2018, 11:00 p.m. PST
OGP 2	\$200,000 - \$999,999	
OGP 3	\$1,000,000 - \$14,999,999	
OGP 4	\$15,000,000+	

### OGP REQUIREMENTS FOR ELIGIBILITY

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Organizations may apply if they meet **all** of the following eligibility requirements at the time of application:

- a. **Tax exempt status**, as defined by the IRS.

- b. **Principal offices in Los Angeles County**, with an exception for arts service organizations with offices in Los Angeles County and primary headquarters in California.
- c. **A primary mission to provide arts programming**, as demonstrated by more than 50% of the applicant organization's budget devoted to arts programming.
- d. **A functioning board of directors** that meets regularly at minimum once per year, with at least 51% of members residing in California.
- e. **At least two full and consecutive years of producing and programming history in Los Angeles County**. During the two year period the organization is required to have produced at least four public performances and/or created and maintained an exhibition that was open to the public for 30 or more days each fiscal year. Fundraising events and programs do not qualify. Exceptions are made for organizations established for the sole purpose of mounting biennial or triennial festivals though these types of organizations are required to have mounted two or more festivals prior to application.
- f. **A submitted Federal Form 990 for a tax year ending on or after December 31, 2016**. A submitted Federal Form 990, 990-EZ or 990-N is required of all applicants. Applicants with budgets under \$25,000 should submit a copy of their most recently submitted 990-N.
- g. For organizations with operating budgets of \$2,000,000 and above, **a financial audit for the applicant organization's most recently completed fiscal year for a tax year ending on or after June 30, 2016**.
- h. **A complete DataArts Cultural Data Profile (CDP) for at least three recently completed fiscal years**. For applicants with budgets of less than \$2,000,000, the most recent year of CDP must correspond with the applicant's most recently submitted Federal Form 990. For applicants with budgets of \$2,000,000 and greater, the most recent year of the CDP must correspond with the applicant's most recent financial audit. **NOTE:** For organizations with only two full and consecutive years of producing and programming history, submitting a CDP for two recently completed fiscal years is acceptable.
- i. If reapplying, organizations must have **met all Arts Commission grant conditions** during the most recent grant period. Any organization that has not met previous OGP grant contract conditions will be disqualified from reapplying for three years.
- j. **No previous commitment to receive OGP funds** during 2018-20. Any organization that executed a two-year OGP grant contract in 2018-19 cannot reapply for the 2019-20 program for the purpose of obtaining a higher score or award. An organization may apply to participate in other Arts Commission initiatives and programs such as the Arts Internship Program.
- k. New applicants and **applicants that did not receive funding the last time they applied** to the Organizational Grant Program are **required to attend an OGP workshop**. **No exceptions will be made.**

Organizations that are **not eligible** to apply are

- Organizations whose primary mission is to raise funds.
- Educational institutions which lead to a degree or diploma, including but not limited to private or public schools or scholarship programs, colleges and universities. This includes departments and programs therein, with the exception of arts organizations that possess independent 501(c)(3) status.
- Student groups, recreational or social organizations.
- Municipal or County government agencies, departments, and cultural institutions that have a line item in the [Los Angeles County budget](#), and related 501(c)3 foundations affiliated with those institutions identified in the Los Angeles County budget.
- Organizations with fiscal agents or fiscal sponsors.
- Organizations whose primary mission is not arts related (e.g. - social service, religious, education or health organizations).
- Organizations not open to the general public.
- Organizations with an accumulated deficit of more than 20% of their total operational expenses for two or more years.
- Individual artists.

Under special circumstances, exceptions to the requirements herein may be considered:

- When an organization proposes innovative or exemplary projects which merit unique funding consideration, or
- When extraordinary circumstances require a member of the Board of Supervisors to request special and/or one-time-only consideration.

## OGP PROJECT REQUIREMENTS

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OGP grants are two-year grants. The OGP funds one or more specific events or activities, including operating activities that are described as having a purpose. See the OGP project category descriptions for examples of projects that are appropriate for each project category.

- A project may be a part of an applicant's regular season or activities. Organizations that undertake a single short-term project in a year—a dance festival, for example—could apply for support for that event or they could identify certain components of their operations, such as securing rehearsal space, marketing activities, paying artists and/or seeking funding for the associated activities, as their project.
- Organizations may apply for any or all phases of a project, from its planning through its implementation. Activities requested in year one can be different from activities that are requested in year two. For example, an organization requesting support for an exhibition can request support for research and development activities in year one and support for exhibition and outreach activities in year two.
- A project does not have to be a new activity. Existing projects can be just as competitive as new activities.
- Projects can be a combination of various types of activities.
- Projects do not need to serve large numbers of people. The Arts Commission welcomes small projects that can make a difference in a community or field.

## PROJECTS/REQUESTS THAT ARE NOT ELIGIBLE

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- Scholarly research.
- Projects performed or exhibited outside of Los Angeles County.
- Programs not accessible to the public.
- Purchase of major equipment, land, buildings or construction, maintenance of existing facilities or other capital expenditures.
- Travel or housing costs.
- Hospitality or food costs.
- Funds going directly into trusts, endowments or cash reserves.
- Fundraising activities such as costs for gala or other fundraising events.
- Projects with religious or evangelic purposes.
- Participation in another Arts Commission program.
- Projects that support sponsor or are related to competitions.

## DECIDING WHICH OGP PROJECT CATEGORY APPLIES TO YOUR PROJECT

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OGP 1, 2 and 3 applicant organizations may request support for any one of the project categories below. *OGP 4 applicant organizations must request funds for accessibility projects.* Full project category descriptions and examples of projects by project category are provided below.

Project Category Description
<b>Sustainability:</b> Provides support for existing artistic and/or administrative projects that help to sustain the mission and goals of arts organizations.
<b>Organizational Capacity:</b> Provides support for new projects that increase the organizational capacity and infrastructure of arts organizations.
<b>Artistic Capacity:</b> Provides support for new projects that increase the artistic capacity of arts organizations.
<b>Accessibility:</b> Provides support for new or existing projects that provide public access to arts activities and programs.

## EXAMPLES OF PROJECTS BY PROJECT CATEGORY

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Full descriptions and examples of projects by project category are below.

**NOTE:** Organizations whose project request fits into more than one project category should select the one category that best describes the request, as *demonstrated by the project budget*.

### SUSTAINABILITY

Sustainability requests support *existing* artistic and/or administrative projects that help to sustain the mission and goals of arts organizations. Competitive applicants clearly define the organization's mission and goals and articulate how the requested project will help to sustain them.

#### **Sustainability Category Project Examples**

- Continued compensation and benefits for administrative or artistic staff.
- Support for ongoing costs of production, supplies, equipment or rent.
- Continuing support for marketing, governance, fund development or cultural equity and inclusion.
- Continuation of artistic programming, including payments for artists or production staff.
- Support for continuing information technology needs, such as computer upgrades, software, and website improvements.

### ORGANIZATIONAL CAPACITY

Organizational Capacity projects request support for *new* projects that increase the organizational capacity and infrastructure of arts organizations. Competitive applicants have assessed the challenges facing their organization and determined a sustainable plan of action to address one or more of these challenges. Competitive projects will directly relate to increased organizational capacity.

#### **Organizational Capacity Project Examples**

- Establishment of new administrative staff positions.
- Significant information technology improvements, such as implementation of accounting, box office or fund development software.
- Development and implementation of new plans or strategies, such as marketing and public relations strategies, cultural equity and inclusion, research, strategic planning or board development activities.
- New development activities, such as the creation of an individual giving program.
- Development of new earned income strategies, including the development of revenue through concessions or rental activities.

### ARTISTIC CAPACITY

Artistic Capacity projects request support for *new* projects that increase the artistic capacity of arts organizations. Competitive applicants have assessed the artistic needs of their organization and determined a sustainable plan of action for achieving the organization's aesthetic aspirations.

#### **Artistic Support Project Examples**

- Additional salaries, benefits or fees for artistic positions.
- Commissioning new work(s).
- Increased rehearsal time for performing artists.
- Exhibition costs.
- New or additional artistic training opportunities for teaching artists.
- New or increased employment for one or more positions that impacts the artistic product, i.e. technical director, lighting or costume designer.

### ACCESSIBILITY

Accessibility requests support *existing or new* projects that provide public access to arts activities and programs. This category enables organizations to make productions, exhibitions, workshops, performances, residencies or other arts activities easily accessible to the public.

**Accessibility Project Examples**

- Audience development targeted for a specific segment of the population, including those that represent communities of color, low-income communities, LGBTQ and disabled communities and other communities experiencing barriers to participation in the arts
- Cultural equity and inclusion activities that broaden, deepen, or diversify arts participation.
- Arts education activities and programs for youth aged 5-18, including in-school, after school or summer programs. Please note that arts education projects will be reviewed by an arts education panel.



## HOW TO DETERMINE BUDGET SIZE AND REQUEST AMOUNT

The Arts Commission defines budget size as total operating revenue less in-kind for the most recently completed fiscal year. **This number can be found on Page 1 of your OGP Funder Report accessible from the DataArts website.** For organizations with budgets under \$2M, this number should correspond with the organization's most the recently submitted Federal Form 990. For organizations with budgets over \$2M this number should correspond with the most recently completed audit. Budget size should not include any revenue dedicated to a cash reserve, endowment and/or capital project. See *Required Financial Forms* section on page 15 for more information.

**Data Arts** | **Los Angeles County Arts Commission**  
OGP Funder Report

**Organization Information**

Organization Name:  
City:  
State: CA  
County: Los Angeles County  
Federal ID #:  
OGP Budget Size: **\$112,300**  
Applicant is audited or reviewed by an independent accounting firm

Year Organization Founded:  
Organization Type: 501(c)(3) nonprofit organization  
Fiscal Year End Date: 06-30  
Number of Board Members: 9  
DUNS:

A display value of -0% signifies a value of less than +/- 0.5%.

- Enter OGP budget size, from the *OGP Funder Report* for “Budget Size for the Most Recent Fiscal Year” in the *Budget and Project* section of the grant application. **NOTE: Filling out the application using the wrong budget size could be cause for disqualification.** The organization’s budget size must be obtained from the DataArts *OGP Funder Report*, not the 990 tax form or any other source.

## ALLOWABLE FUNDING REQUESTS

An online tool that will automatically calculate the OGP request amount is available on the Arts Commission’s website: <https://www.lacountyarts.org/OGPGrantRequestCalculator>. By entering the Budget Size obtained from the DataArts *OGP Funder Report*, the calculator will provide the maximum grant request amount for the full two-year cycle.

**STEP 1: CALCULATE YOUR REQUEST**

Your maximum allowable grant request is a proportion of your annual budget size. In order to determine your maximum grant request, you must know what your annual budget size is according to the DataArts Cultural Data Profile (CDP). This number can be accessed by logging into the DataArts website, downloading your **LA County Arts Commission OGP Funder Report** and locating the budget size in the header of page 1 at the top of the page. Please note: your most recent CDP must be completed before you are able to download this report. See STEP 2 for more information about DataArts and the CDP.

Once you have located the number, input this number in the top budget box and click calculate. Your maximum grant request will be populated the bottom box. That is your maximum allowable grant request, make sure to use that number in question #7 of your grant application.

112300 **CALCULATE**

YOUR MAXIMUM GRANT REQUEST IS: \$40,462

Using the calculator eliminates the possibility of an error in the request amount, as it is calculated using your organization’s **budget size captured from the most recent DataArts OGP Funder Report**. It also eliminates penalties for growth while still allowing smaller organizations to request and

receive a greater portion of their overall budget than larger organizations. The actual calculation is based on a sliding scale and depends on budget size. The formula for the calculation can be found on our website at <http://www.lacountyarts.org/Calcatorexplained.html>.

**How to use the calculator:**

- The maximum grant request is determined by budget size, which is located on the upper left corner of page one of the LA County Arts Commission *OGP Funder Report*.
- Input this number without commas, dollar signs, and periods in the top budget box and click calculate.
- The maximum grant request will pop up.
- Use this to answer “Total Amount Requested” in the *Budget and Project* section of the grant application.

**NOTE:** This calculation represents the maximum amount the applicant organization may request. Awards are calculated by multiplying this request by the application panel score, and then reducing all awards to fit within the total pool of available grant funds. The Arts Commission recommends that organizations request the maximum amount allowable based on budget size as no organization will receive their full request amount. As an example, in 2018/19 OGP awardees were awarded approximately 50% of their maximum allowable request multiplied by their score based on the available funding allocation.

## ARTS EDUCATION GUIDELINES

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All applicants that **designate themselves as an arts education organization** (an organization with a mission centered on providing opportunities for children and students between the ages of 5-18 to increase their knowledge and skills in one or more arts disciplines) **or are requesting support for an arts education related program or project**, which includes any request that provides support for an arts education program, activity, or staff that supports arts education programs, must answer all questions in the arts education section of the application and submit a sample curriculum\*.

### ARTS EDUCATION DEFINITIONS

#### **In-school programming**

Services delivered during part of children's regular school day, in or out of the school campus. This could include services provided in classrooms, presentations dedicated to exposing students to an art form or discipline like theatre or visual art and/or field trips or museum tours, visiting artist experiences or artist residencies that occur during the school day.

#### **Out-of-school, extended learning or after-school programming**

This may include services provided in partnership with a school(s), intended for enrollees of respective school(s) but not provided during regular classroom hours.

#### **Community-based programming\***

Services provided to children/youth and/or their families outside of school property, and not in partnership with any particular educational institution. A sample curriculum is not required for this type of programming.

#### **Arts Education Organization**

An organization with a mission centered on providing opportunities for children (including students) between the ages of 5-18 to increase their knowledge and skills in one or more arts disciplines. Examples include children's theatres, youth choruses and dance schools.

#### **Arts Education Program/Activity**

The presentation of a sequence of activities or single activity that furthers children's knowledge and skills in one or more arts disciplines. Examples include museum tours, an after-school theatre program, summer enrichment programs, weekend arts programming and workshops for youth.

#### **Arts Education Request**

Any OGP request that includes support for an arts education program or activity, including staff that supports arts education organizations or programs that takes place as part of children's regular school day, in or out of the school campus. Examples include partial or full requests for teaching artists, transportation for students, teacher training, director of education (for any type of organization) or director of development for an arts education program.

### ARTS EDUCATION REQUIREMENTS

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**Arts education applicants are required to meet the following guidelines in their application:**

1. All organizations that designate themselves as an **arts education organization or are requesting support for an arts education-related program or project\*** must:
  - a. Demonstrate quality teaching and learning.
  - b. Submit a curriculum sample with the application. Acceptable curriculum materials created by the organization will reflect the full scope of the program and may include curriculum overviews, lesson plans, teacher guides and/or student study guides. Regardless of the format, organizations are encouraged to address alignment to the Visual and Performing Arts Content Standards for California Public Schools.

**\*NOTE:** Organizations who provide “**community-based programming**” are not required to provide a curriculum with their application however all other arts education organizations/projects must meet that requirement.

2. All organizations that provide **in-school programming** must also:

a. Demonstrate that their program(s) align(s) with the California State Standards for the Visual and Performing Arts (VAPA) or newly adopted state content standards for arts education.

b. For all school-based programs, the schools or districts must make a financial investment in the program. This investment may include the costs of artist fees, buses, supplies, teachers’ time for curriculum planning, professional development, etc.

3. Additionally, if the request is for programming or a project that is school-based, the schools or districts must make a financial investment in the program. This investment may include the full costs of artist’s fees, buses, supplies, teacher’s time for curriculum planning, professional development, etc.

## ARTS EDUCATION REVIEW PANELS

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### Background

In 2002, the Los Angeles County Board of Supervisors established *The Los Angeles County Arts Education Collective (Arts Ed Collective, formerly Arts for All)* to align efforts across the region with the ambitious goal that LA County’s 1.5 million public school students receive a well-rounded education that includes the arts.

The *Arts Ed Collective* is comprised of policy makers, educators, arts organizations, teaching artists, funders, business leaders and community advocates. Strategic direction for the initiative is guided by the Leadership Council and Funders Council. The Los Angeles County Arts Commission offers administrative support and the Los Angeles County Office of Education (LACOE) provides curriculum and instructional services for educators Countywide. An arts education peer review panel will assess all applicants that designate themselves as an arts education organization or are requesting support for an arts education related program or project. To learn more about the *Arts Ed Collective*, visit:

<https://www.lacountyartsedcollective.org>

## ARTS SERVICE ORGANIZATIONS GUIDELINES

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Arts service organizations provide specialized services to the arts and cultural community. These organizations can be discipline, geographical, or culture based, or can serve the entire arts community. Services offered can include professional development and technical assistance, such as marketing, legal and financial assistance, networking opportunities, educational forums and workshops, and printed/online materials including calendars, newsletters, and other resources.

Artistic quality [CRITERION 1] for arts service organizations is defined by the quality of services provided to its stakeholders, which may encompass arts organizations, individual artists and members of the public.

Arts service panelists will evaluate applications on the organization’s mission in relation to its programming and look for evidence that the organization effectively connects its members/stakeholders to resources and creates opportunities that demonstrably advance member organizations and individuals.

## CULTURAL EQUITY AND INCLUSION (CEII) - STATEMENTS, POLICIES OR PLANS

In April 2017, the Board of Supervisors unanimously approved [a motion](#) instructing the Arts Commission to implement the following:

*“Initiate a requirement that all cultural organizations receiving LA County funds have written, board-adopted statements, policies or plans that outline their commitment to diversity, equity, inclusion and access, and monitor progress. The Arts Commission will be responsible for integrating this requirement into its Organizational Grant Program guidelines. Beginning in the FY 19-20 OGP application cycle, organizations will be required to have a board approved cultural equity and inclusion statement, plan or policy depending on budget size.”*

Beginning in fall 2018, all applicants to the Organizational Grants Program are required to submit board-adopted statements, policies or plans that outline their commitment to diversity, equity, inclusion and access as part of their applications.

Statements, policies and plans should reflect organizational thinking about board, management, staff, volunteer and artist composition, as well as programming and audiences/participants.

### New requirements are as follows:

Budget Category	Budget Size	Requirement
OGP 1	Up to \$199,999	Board adopted cultural equity and inclusion <b>statement, policy or plan</b> . Minimum requirement is a statement + proof of board adoption.
OGP 2	\$200,000 – \$999,999	Board adopted cultural equity and inclusion <b>policy or plan</b> . Minimum requirement is a policy + proof of board adoption.
OGP 3	\$1,000,000 – \$14,999,999	Board adopted cultural equity and inclusion <b>policy and plan</b> . Both required + proof of board adoption.
OGP 4	\$15,000,000+	Board adopted cultural equity and inclusion <b>policy and plan</b> . Both required + proof of board adoption.

### STATEMENT, POLICY OR PLAN – WHAT’S THE DIFFERENCE?

**Statement:** Brief explanation of why the organization is committed to diversity, equity, inclusion and access, and the alignment of that commitment to the overall mission of the organization.

**Policy:** Outlines the organization’s broad vision for and commitment to diversity, equity inclusion and access, and the alignment of that commitment to the overall mission of the organization as defined in their statement, and further details what the organization does to realize that statement.

**Plan:** Outlines how the organization will work toward complying fully with policy and evaluating progress on an annual basis.

### OGP APPLICANTS ARE NOW REQUIRED TO:

1. Upload a board adopted cultural equity and inclusion statement, policy and/or plan with the FY 2019-20 application.
2. In addition, a board resolution detailing the date when adopted must also be included.

**NOTE:** For this new requirement, panelists reviewing and scoring applications will not review the applicant’s statements, policies or plans. Arts Commission grants staff will review to ensure that the documents have been submitted for compliance purposes as part of the staff audit of the application.

### CULTURAL EQUITY AND INCLUSION (CEII) WORKSHOPS AND RESOURCES

The Arts Commission began offering free workshops for current OGP grantees to help prepare for this requirement in March of 2018. To see the schedule of workshops and review available online resources, visit: <https://www.lacountyarts.org/ogpworkshops>. While applicants are highly encouraged to attend a CEII workshop, they are not required.

## REQUIRED FINANCIAL FORMS

The required financial documentation varies depending on the organization's budget size, please review the table below to ensure that you provide the required documentation that applies to your budget size. **Note that omitting one or more of the required financial documents could result in disqualification of the application due to not meeting the application requirements.**

Grant Budget Category	Budget Size	Financial Requirements
OGP 1	Up to \$199,999	1. OGP Funder Report, 2. Federal Form 990 (both required)
OGP 2	\$200,000 - \$999,999	
OGP 3 (<\$2M)	\$1,000,000 - \$1,999,999	
OGP 3 (>\$2M)	\$2,000,000 - \$14,999,999	1. OGP Funder Report, 2. Federal Form 990, 3. <b>Financial Audit</b> (all three required)
OGP 4	\$15,000,000+	

### REQUIREMENTS FOR ALL ORGANIZATIONS

1. **A submitted Federal Form 990, 990-EZ or 990-N for the organization's most recently completed fiscal year is required of all applicants.**
  - Forms filed for a tax year ending on or after December 31, 2016 will be accepted provided the form is the organization's most recent tax filing.
  - Applicants with budgets less than \$25,000 should submit a copy of their most recently completed 990-N or 990-EZ.

Applicants that cannot provide a submitted Federal Form 990 at the time of application are not eligible to apply, having failed to satisfy the requirement that applicants comply with all applicable laws.

2. Completion of DataArts Cultural Data Profile (CDP) **for at least three recently completed fiscal years.**
3. **A submitted OGP Funder Report from the DataArts website.**

All applicants must submit an *OGP Funder Report* from the DataArts website with their application. For more details and instructions on how to download this report from DataArts ([culturaldata.org](http://culturaldata.org)), see page 17.

**NOTE:** For applicants with budgets of less than \$2 million, the budget size from the most recent year of the OGP Funder Report should correspond with the applicant's most recently submitted Federal Form 990 or 990-EZ.

### ADDITIONAL REQUIREMENTS FOR ORGANIZATIONS WITH BUDGETS OF \$2 MILLION OR MORE

4. **Applicants with budgets of \$2 million or more are required to submit a financial audit for the organization's most recently completed fiscal year.** If an audit for the organization's most recently completed fiscal year is not available, the applicant may submit a financial audit for the previous year.
  - For applicants with budgets of \$2 million and greater, the **budget from the most recent financial audit should correspond with the budget size from the most recent year of the OGP Funder Report** (see the DataArts section on page 17 for more information).
  - Financial audits for a fiscal year ending on or after June 30, 2016 will be accepted, provided it is the organization's most recent audit.

- Audits for a fiscal year **ending before June 30, 2016 will not be accepted unless the most current audit is not available.** In this case, organizations will be contacted by grants staff to verify when the most current audit will be available.
- Financial reviews will not be accepted.



## DATA ARTS (FORMERLY CALIFORNIA CULTURAL DATA PROJECT)

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DataArts, formerly the Cultural Data Project, was founded to bring the language and leverage of data to the business of culture. The [Cultural Data Profile \(CDP\)](#) is DataArts' flagship service, which thousands of cultural nonprofits use annually to report their financial and programmatic information. DataArts seeks to be a catalyst for data-informed decision-making. DataArts partners with nearly 40 public and private funders across California, most of which require arts and culture organizations to complete a Cultural Data Profile annually as part of their funding application process. DataArts gives arts organizations the ability to track and analyze their financial and organizational data over time, as well as compare their organization with similar types of organizations. Most participating funders require that applicants complete a CDP for each fiscal year. In order to streamline the process, DataArts provides the ability to complete one CDP that can be used for reporting programmatic and financial data to **any** participating funder.

All OGP Applicants must complete a CDP once at the close of each fiscal year in order to apply for funding. Instructions for doing so are below.

### CDP REQUIREMENTS FOR OGP APPLICATIONS

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1. All OGP applicants are required to complete a CDP and upload an LA County Arts Commission *OGP Funder Report*, obtained from the DataArts website, with the grant application. If the *OGP Funder Report* is not received with the application, the application will be considered incomplete and **will be disqualified**.
2. **All applicants must complete [Balance Sheet information](#).**\* Please be sure to allow extra time to complete this section.

**\*NOTE:** Organizations operating under a parent agency do not need to complete the balance sheet in the CDP profile.

### DATA ARTS DETAILS

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**Instructions:** Information on how to get started can be found in DataArts' [Knowledgebase](#). You can also search the Knowledgebase to help you as you work. You can find information about the new questions in the CDP, balance sheets and audits, to name a few. Applicants will also have access to online training and can receive support from DataArts' Support Center during regular business hours. Contact information can be found below.

**Time Required:** Plan to spend 10 to 15 hours completing each CDP. The Arts Commission recommends completing the profile as soon as deciding to apply. The Arts Commission **cannot extend the application deadlines to allow for extra time to complete the CDP.**

**Minimum Data Profile Requirements:** Applicants with three or more years of completed programming, must submit **three consecutive years of data**. If filling out the CDP for the first time, please complete a CDP for each of your three most recently completed fiscal years. Going forward, applicants will only need to provide one year of data. **NOTE:** For organizations with only two full and consecutive years of producing and programming history, submitting a CDP for two recently completed fiscal years is acceptable.

**[Organizations with Parent Agencies:](#)** When completing the CDP for a department or an ongoing program within a larger organization or institution, fill out the Data Profile for the sub-unit only. Do not enter any data for the parent organization.

**Basis for Financial Data:** If the applicant organization has an annual audit or review, all financial data entered into the CDP must be based on audited or reviewed data. Do not enter data until after receiving the annual audit or review by an independent certified public accountant. If the organization has no audit or review, and does not plan on having an audit or review for its most recently completed fiscal year, **base the CDP entries on the most recently submitted 990.**

**Timing:** If the annual audit or review has not been completed in time to submit a CDP, enter data from the prior fiscal year based on the prior year's audit report. The **most recent year of the CDP should be the same year for which the applicant organization had its most recent audit.**

**Completing the DataArts Cultural Data Profiles (CDP):** Completion of a CDP activates the website's error check designed to catch inconsistencies and missing data. The website will not allow you to complete your CDP until all errors are corrected. Please allow additional time to make corrections to the data after each CDP is submitted. **NOTE:** Organizations with incomplete CDP data will not be able to download the *OGP Funder Report*.

When you are finished entering data, click on the tab to your left that says Review and Complete. Confirm that the all of totals on this page (total revenue, total expenses, total assets, total liabilities and total net assets) match the totals in your board-approved financial audit/review or year-end financial statements by restriction. If the totals do not match, contact DataArts Support Center for assistance at 1-877-707-3282.

**OGP Funder Report:** Applicants must download a Los Angeles County Arts Commission *OGP Funder Report* to attach to the grant application. You can find instructions on how to access your *OGP Funder Report* [here](#). Once you have your *OGP Funder Report*, be sure to review the report to ensure you didn't leave anything out during your data entry. You should also keep an eye out for any big percent changes from year to year. If something looks incorrect, you can make revisions to your Data Profile and generate a new Funder Report. You can find instructions on how to do so [here](#).

**Budget Notes:** The *OGP Funder Report* is a central part of the grant application. Grant review panelists rely heavily on the applicant's funder report explanations to understand how the organization operates. Please provide notes to explain any variances reflected in the applicant's *OGP Funder Report*. Applicants are required to explain variances of 10% or more in income or expense line items from year to year. Applicants are strongly encouraged to explain other significant deficits or surpluses. **Unexplained budget variances may result in a reduction of points.**

**What happens to submitted CDP data?** The Arts Commission utilizes data from a variety of sources to evaluate and improve programs and to understand the local arts ecology. Some of this data is collected directly from grantees and sometimes through partnerships with organizations like DataArts. Check <https://www.lacountyarts.org/granteedata> to learn more.

**Questions:** Please direct questions concerning the CDP to the DataArts Support Center:

The DataArts Support Center is open Monday-Friday from 9 a.m. – 8 p.m. ET.

Phone: 877-707-DATA (877-707-3282)

Email: [help@culturaldata.org](mailto:help@culturaldata.org)

## ARTISTIC DOCUMENTATION

Artistic documentation is crucial for evaluating the artistic quality of the organization. [CRITERION 1] At minimum, one artistic sample must be uploaded with the application at <https://www.lacountyarts.org/apply>. A maximum of two artistic samples may be submitted. Adhere to the artistic sample guidelines to ensure compliance with OGP requirements. Artistic documentation may be submitted either as hyperlinks (i.e. Youtube, Vimeo, etc) or uploaded directly into the application system. **NOTE:** Providing incorrect types of samples will constitute an incomplete application and potential disqualification.

### Video Samples must:

- Be no longer than 5 minutes.
- May be provided as YouTube or Vimeo links.

### Image Samples must:

- Be submitted as a slideshow in a PowerPoint (PPT) file.
- No more than 10 images may be in sample.
- No more than one image per slide.
- Include title, artist and date.

**NOTE:** Describe materials by placing a brief description in the caption of each file that you are uploading and/or hyperlink you are submitting. Adhere to the following guidelines when submitting Artistic Documentation for artistic sample submissions:

Discipline	Required Artistic Documentation	Submission Requirements
<b>Arts Education</b> <i>Arts Education sample(s) should demonstrate both learning and teaching</i>	Video -and/or- Images	Up to 5 minute video; Up to 10 images on PPT file.
<b>Arts Service</b> <i>Arts Service sample(s) should demonstrate quality of service the applicant offers.</i>	Video -and/or- Images -or- Published Materials	Up to 5 minute video; Up to 10 images on PPT file; Up to 2 published materials.
<b>Dance</b>	Video	Up to 5 minute video;
<b>Literary</b>	Published Materials -and/or- Video -or- Images	Up to 5 minute video; Up to 10 images on PPT file; Up to 2 published materials.
<b>Media Arts</b>	Video	Up to 5 minute video
<b>Multidisciplinary</b>	Video -and/or- Images -or-Audio	Up to 5 minute video; Up to 10 images on PPT file. Up to 5 minute audio file.
<b>Music – Choral/Opera</b>	Audio -and/or- Video	Up to 5 minute video; Up to 5 minute audio file.
<b>Music – Instrumental</b>	Audio -and/or- Video	Up to 5 minute video; Up to 5 minute audio file.
<b>Presenting</b> <i>Presenting sample(s) should demonstrate representative artists work.</i>	Video	Up to 5 minute video.
<b>Theatre</b>	Video	Up to 5 minute video.
<b>Traditional &amp; Folk Art</b>	Video -and/or- Images -or- Audio	Up to 5 minute video; Up to 10 images on PPT file. Up to 5 minute audio file.
<b>Visual Art</b>	Video -and/or- Images -or- Published Materials	Up to 5 minute video; Up to 10 images on PPT file; Up to 2 published materials.

Artistic documentation must be submitted via the Arts Commission's online application system at <https://www.lacountyarts.org/apply> no later than 11:00 p.m. on the application deadline, October 31, 2018 at 11:00pm PST. Once artistic documentation has been uploaded, it is the responsibility of the applicant to ensure that the uploaded documentation was uploaded correctly and the Artistic Documentation Index must be completed.

**Visual Samples:** In general for the performing arts, panelists prefer to review substantive artistic excerpts rather than short edited clips with heavy narration. List each visual sample as one work sample on the Artistic Documentation Index. Include the visual files to be reviewed by the panel, in order of preference, in the Artistic Documentation Index.

**Audio Samples:** List each different audio sample as one work sample on the Artistic Documentation Index. List audio files to be reviewed by the panel, in order of preference, in the Artistic Documentation Index.

**Image Samples:** Up to 10 images (PowerPoint Presentation with one image per slide; include title, artist and date). This format is best used for exhibition, installation documentation or completed artworks.

**Published Materials:** This format is best used for literary publications and museum and gallery catalogues. **Do not submit Promotional Materials as artistic documentation.** Promotional Materials (i.e. season brochures, flyers, postcards, newsletters, reviews and letters of support) may be sent via U.S. mail as Supplemental Materials and are not acceptable artistic samples.

**IMPORTANT:** Preview the artistic documentation files (and/or hyperlinks) before and after uploading to ensure that there are no technical problems that might interfere with the panel's review of the work. Panelists generally spend no more than three to five minutes on the work sample(s) for each application. Please be aware that the entire sample (not just the selected segment) is considered a part of the application and may be reviewed. **It is the responsibility of the applicant to ensure that images, video and/or links submitted are working at time of application and during panel review.**

## GRANT REVIEW PROCESS & REVIEW CRITERIA

Applications will be reviewed and scored by a peer review panel made up of artists, arts professionals, community members and others with knowledge and professional qualifications in the arts and with familiarity of the Los Angeles region's arts sector. Review panels are made up of practitioners, administrators and educators, and reflect the diversity of the region.

As a public agency, all information submitted to the Arts Commission in conjunction with a grant application becomes public record at the time the application is submitted.

OGP applications will be reviewed and scored by a panel of peers according to the criteria below. Each question on the application ties back to one or more of these criteria. The criteria appear in square brackets following each question.

Review Criteria	Maximum Point Value
CRITERION 1: Artistic Quality of Organization	35
CRITERION 2: Organizational Readiness (OGP 1) Management Capacity (OGP 2) Managerial Excellence (OGP 3 & 4)	15
CRITERION 3: Quality of Project Plan	20
CRITERION 4: Quality of Project Evaluation	5
CRITERION 5: Awareness of, and Response to, Community Needs (OGP 1) Relationship with Audience/Community (OGP 2) Defined/Addressed Community Need (OGP 3 & 4)	25
<b>TOTAL POSSIBLE POINTS</b>	<b>100</b>

### OGP PANEL REVIEW CRITERIA GUIDELINES

#### **OGP 1 CRITERION 1: ARTISTIC QUALITY (35 points maximum)**

The organization's mission aligns with its programs. The organization demonstrates quality in overall productions and programs. There is artistic integrity and professionalism of programs and services. The organization has set and achieved high standards; the choice of works is guided by a strong artistic vision; activities have vitality and originality. Artistic personnel are experienced and knowledgeable. The organization allocates resources to artists.

#### **OGP 2 CRITERION 1: ARTISTIC QUALITY (35 points maximum)**

The organization's mission is clear, well-communicated and aligned with its program. The organization demonstrates quality in overall productions and programs. There is artistic integrity and professionalism in programs and services. The organization has set and achieved high standards; the choice of works is guided by a strong artistic vision, activities have vitality and originality. Artistic personnel are knowledgeable and experienced. Resources are allocated to artists.

#### **OGP 3 + 4 CRITERION 1: ARTISTIC QUALITY (35 points maximum)**

The organization's mission is clear, well-communicated and aligned to its programs. The organization demonstrates quality in overall productions and programs. There is artistic integrity and professionalism of programs and services. The organization has set and achieved high standards; the choice of works is guided by a strong artistic vision. Activities have vitality and originality. Artistic personnel are knowledgeable and experienced. Substantial resources are allocated to artists.

**\* For Arts Education Organizations and Arts Education Requests:** In-school, out-of-school and school-based organizations that designate themselves as an arts education organization or are requesting support for an arts education related program or project must demonstrate quality teaching and learning in their artistic sample and submit a curriculum sample\*\* with application. Acceptable curriculum materials will reflect the full scope of the program and may include lesson plans, teacher

guides and/or student study guides. Additionally, for in-school programming the applicant must demonstrate that their program(s) align(s) with the California State Standards for the Visual and Performing Arts (VAPA) or most current content standards of the State of California. **Note:** Arts education organizations and/or projects defined as “community-based programming” are not required to provide a curriculum with the application.

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**OGP 1 CRITERION 2: ORGANIZATIONAL READINESS (15 points maximum)**

There is clear evidence of resourcefulness to meet internal and external challenges. Staff and volunteers are qualified and involved. Organizational leadership has set realistic goals. Facilities are adequate. Diversity of income sources is a plus. Use this criterion to convey your impressions of the clarity and thoroughness of the application. The organization addresses and is taking steps to integrate and reflect the values of cultural equity and inclusion, highlighting any progress made over the last two or more years at the board, leadership and staff level.

**OGP 2 CRITERION 2: MANAGEMENT CAPACITY (15 points maximum)**

Has achieved stable operations and adheres to sound administrative practices (as evidenced in the California Cultural Data Project OGP Funder Report). There is clear evidence of resourcefulness to meet internal and external challenges. Organizational growth is strategic and well managed. Professional staff members with strong qualifications are in place. There is a relatively diverse funding base. The organization has not sustained a substantial deficit. Some future planning is evidenced. Use this criterion to convey your impressions of the clarity and thoroughness of the application. The organization addresses and is taking steps to integrate and reflect the values of cultural equity and inclusion, highlighting any progress made over the last two or more years at the board, leadership and staff level.

**OGP 3 + 4 CRITERION 2: MANAGERIAL EXCELLENCE/FISCAL RESPONSIBILITY (15 points maximum)**

The organization has achieved stable operations and adheres to sound administrative practices (as evidenced in the California Cultural Data Project OGP Funder Report). Responses to internal and external challenges are strategic and well managed. The organization is effective in raising contributed and earned income from diverse sources and strong volunteer involvement. Fiscal health is evident from cash reserves/endowment. The organization’s top management is skilled and experienced. There is an emphasis on proactive planning for the future, which may be demonstrated by a long-range strategic plan. Use this criterion to convey your impressions of the clarity and thoroughness of the application. The organization addresses and is taking steps to integrate and reflect the values of cultural equity and inclusion, highlighting any progress made over the last two or more years at the board, leadership and staff level.

**OGP 1, 2, 3, 4 CRITERION 3: QUALITY OF PROJECT PLAN (20 points maximum)**

The request clearly defines and addresses current organizational needs. The project plan describes specific activities with a budget appropriate to accomplish them within a manageable timeframe. Project personnel are qualified to lead the effort. Matching funds are in place.

*Sustainability* requests should support existing artistic and/or administrative projects that advance the goals of the organization. Sustainability applicants should clearly define the organization’s mission and goals and articulate how the requested project advances these goals.

*Organizational Capacity* requests should support new projects that will increase the organizational capacity and infrastructure of organization. Advancement applicants should have assessed the challenges facing their organization and determined a sustainable plan of action to address one or more of these challenges.

*Artistic Capacity* requests should support new projects that increase the artistic capacity of the organization. Artistic Capacity applicants should have assessed the artistic needs of their organization and determined a sustainable plan of action for achieving the organization’s aesthetic aspirations.

*Accessibility* requests should support new or existing projects that provide public access to arts activities and programs.

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**OGP 1 + 2 CRITERION 4: QUALITY OF PROJECT EVALUATION (5 points maximum)**

There is a clear and specific plan to monitor project results. The assessment plan is appropriate to the anticipated outcomes.

**OGP 3 + 4 CRITERION 4: QUALITY OF PROJECT EVALUATION (5 points maximum)**

There is a clear and specific plan to monitor project results. The assessment methodology is appropriate to the anticipated outcomes. The organization has measurable goals and a clear evaluation methodology in place that uses qualitative and quantitative data. Evaluator has experience in assessing similar programs.

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**OGP 1 CRITERION 5: AWARENESS OF, AND RESPONSE TO, COMMUNITY NEEDS (25 points maximum)**

The organization defines its community in relation to its mission and provides programming that serves the identified audiences. Efforts have been made to understand constituents' interests and marketing strategies and communication materials are appropriate. The organization addresses and is taking steps to integrate and reflect the values of cultural equity and inclusion, highlighting any progress or efforts made over the last two or more years.

**OGP 2 CRITERION 5: RELATIONSHIP WITH AUDIENCE / COMMUNITY (25 points maximum)**

The organization defines its community in relation to its mission and provides programming that serves the identified audiences. Efforts have been made to understand constituents' interests and marketing strategies and communication materials are appropriate. There are ongoing relationships with other nonprofit organizations. The organization addresses and is taking steps to integrate and reflect the values of cultural equity and inclusion, highlighting any progress or efforts made over the last two or more years.

**OGP 3 + 4 CRITERION 5: DEFINED AND ADDRESSED COMMUNITY NEED (25 points maximum)**

The organization has identified the needs of its audiences and has responded with mission-driven programming. The organization offers numerous services to promote access, from free or discounted entry for underserved groups to education programs specific to different age groups. Marketing strategies and communication tools are of high quality and are varied and appropriate. The organization has strong relationships with numerous nonprofit partners. The organization addresses and is taking steps to integrate and reflect the values of cultural equity and inclusion, highlighting any progress or efforts made over the last two or more years.

## AWARD REQUIREMENTS

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Applicants should be aware that OGP awards require administrative responsibilities:

### Legal Requirements

Grantees are required to adhere to all local, state and federal laws.

### Cash Match

All OGP grants must be matched at least dollar for dollar with earned or contributed cash support.

**The cash match does not need to be a new source of income.** In-kind matching support is not accepted. For example, if an organization receives a \$10,000 grant, the total project costs must be at least \$20,000 and the organization must provide at least \$10,000 of the project funds from sources other than the Arts Commission.

### Reimbursement Basis Grants

OGP grants are disbursed on a reimbursement basis. Organizations must expend a portion of their grant and an equivalent amount in matching funds before they are able to request a grant payment. Grantees must invoice the Arts Commission to receive grant payment(s). Though proof of expenses are not required for reporting purposes, all grantees, regardless of OGP budget category, will be required to maintain financial records to verify compliance for three (3) years. Grantees should compile, maintain and permit access to records as required by applicable regulations, guidelines or other directives. Grants staff will perform annual audits of OGP mid and final reports. If you are selected for an audit you must have and submit proof of expenses for review upon request.

### Project Amendments

Only activities and costs consistent with the grant application or proposal approved by the Arts Commission will be reimbursed. If changes in the awarded project are necessary, grantees must contact Grants staff at 213-202-5858 or [grants@arts.lacounty.gov](mailto:grants@arts.lacounty.gov) for approval of a project amendment then complete a Project Amendment Form via the online grants system before implementation of amended project activities.

### Credit/Recognition

Grantees must acknowledge the Los Angeles County Board of Supervisors and Los Angeles County Arts Commission in materials, on websites and announcements through logo placement and/or use of the following credit: "This [organization/project] is supported, in part, by the Los Angeles County Board of Supervisors through the Los Angeles County Arts Commission."

### Regional Cultural Calendar

In collaboration with the Los Angeles Tourism and Convention Board, the Arts Commission has transitioned the former ExperienceLA.com site to DiscoverLosAngeles.com, creating a comprehensive digital platform connecting events and destinations countywide with regional public transit. With over 12 million visitors annually, [DiscoverLosAngeles.com](http://www.discoverlosangeles.com/) offers an unparalleled platform for outreach and accessibility, and provides a web portal that reflects the latest in user experience design and online information dissemination. This expansion includes comprehensive public transit data, alternative transportation information including bicycle and pedestrian route data, and ancillary data on dining, accommodations, activities, and other amenities located near cultural destinations and public transit. Grantees are now required to post publicly accessible programs and events on <http://www.discoverlosangeles.com/>.

### Reporting

Grantees are required to report on the use of funds and update their DataArts Cultural Data Profile annually.

### Grant Period

Organizations receiving 2019-20 OGP grants will be awarded two year contracts. The period of support will be from July 1, 2019 to June 30, 2021.



## CONTACT INFORMATION

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Please contact Arts Commission Grants staff for questions about the Organizational Grant Program:

Email: [grants@arts.lacounty.gov](mailto:grants@arts.lacounty.gov)  
Phone: (213) 202-5858  
Address: Los Angeles County Arts Commission  
1055 Wilshire Blvd., Suite 800  
Los Angeles, CA 90017  
LACAC Website: <http://www.lacountyarts.org/grants.html>  
LACAC Grant Portal: <http://www.lacountyarts.org/apply>