COMMUNITY IMPACT ARTS GRANT APPLICATION WORKSHOP

Photo credit: *South Bay Center for Counseling*

DOWNLOAD PROGRAM GUIDELINES, SAMPLE APPLICATION AND INSTRUCTIONS:
https://www.lacountyarts.org/funding/community-impacts-arts-grants/grantseekers/apply

ONLINE APPLICATION PORTAL:
https://apply-lacdac.smapply.io/

@LACountyArts

#CIAGArts

Los Angeles County Arts & Culture

LOS ANGELES COUNTY DEPARTMENT OF ARTS AND CULTURE

MISSION
To advance arts, culture and creativity throughout Los Angeles County

VISION
We envision a region in which arts, culture and creativity are integrated Into every aspect of civic life for all people and communities

Wee Nehiinkem—All my Relatives by Mercedes Dorame (Tongva Artist)

Community Impact Arts Grant Goals

To recognize and support the complex arts ecology of LA County by increasing access and strengthening the quality of arts programming wherever it happens.

Los Angeles County Arts & Culture

Photo credit: *Urban Voices Project*

CIAG Program History

2015: $50,000 in NEA seed funding = program development

LA County Board of Supervisors allocate $1.5M in support over

three years = $500,000 to support CIAG

in 2016, 2017 and 2018

2018: Board of Supervisors increases investment to $750,000
for three grant cycles in 2019-20, 2020-21, and 2021-22

2021: Board of Supervisors approves ongoing funding at $750,000 to
sustain CIAG program. The motion signifies a recognition of the impact
of the program, and the County's ongoing investment in the arts and in
its **Cultural Policy**, which integrates arts services into
cross-sector County work

CIAG Overview

CIAG provides support for exemplary arts projects by nonprofit social service and social justice organizations and municipalities whose primary mission is outside the arts.

CIAG provides **project-based funding**

not operating support

CIAG requests can range from **$5,000 - $20,000**
Final grant awards will be less than the amount requested

CIAG is a one-year grant, and a dollar-for-dollar match in funds is required

This cannot be matched with any other LA County Department of Arts and Culture grant funding

Examples of Current CIAG Projects

Little Tokyo Service Center Community Development Corporation utilizes the arts as a strategy for community building and engagement. CIAG supported the third year of the +LAB Artists Residency program developed to build partnerships between artists and community members and address issues of self-determination and anti-gentrification.

Artist Susu Attar leading a community workshop

Vista Del Mar Child and Family Services engages youth in their Residential Facilities through an afterschool Therapeutic Music Program as a compliment to other services being provided in Intensive Treatment.

Artist Josh Patterson working with youth in the music group session

Our Vision of Cultural Equity and Inclusion

LA COUNTY ARTS REPORT
CULTURAL EQUITY & INCLUSION INITIATIVE

Strengthening Diversity, Equity and Inclusion in the Arts and Culture Sector for All Los Angeles County Residents

APRIL 2017

Timeline:

2015 Motion passed by BOS to construct a "countywide conversation"

2016 Began 18-month public process including townhalls, focus groups, advisory committee and research

2017 Report released, recommendations approved by BOS

2020 A new Cultural Policy for the County and BOS passes an Antiracism Policy Agenda

2022 BOS approves LA County **Cultural Policy Strategic Plan**.

Links to read more:

https://www.lacountyarts.org/ceii-report

https://www.lacountyarts.org/about/cultural-equity-inclusion-initiative/cultural-equity-inclusion-initiative

https://www.lacountyarts.org/CEIICulturalPolicy

https://www.lacountyarts.org/article/statement-antiracist-la-county-policy-agenda

"…improved educational outcomes, better physical and mental health care and outcomes, increased housing and housing stability, meaningful employment opportunities, and an equitable and fair criminal justice system."

CIAG Review Criteria

CIAG REVIEW CRITERIA	Maximum Point Value
CRITERION 1: Artistic Merit -engages qualified and diverse arts or cultural professionals -provides arts experiences that expose participants to new perspectives -provides opportunities for engagement in the creative process -demonstrates cross-sector understanding -supporting the arts and advancing community priorities	35
CRITERION 2: Organizational Readiness/ Managerial Excellence/Fiscal Responsibility -engaged, diverse and qualified board, staff, contractors and/or volunteers -accumulated deficit less than 20% of total operational expenses over two or more years -steps in place to integrate and reflect the values of cultural equity and inclusion: internally and externally -address all application questions and provide complete information	20
CRITERION 3: Quality of Project Plan -outline all aspects of the project with significant detail -include a clear, detailed project timeline -realistic project budget -detailed income and revenue anticipated/confirmed sources	15
CRITERION 4: Quality of Project Evaluation -highlights the goals and objectives -clear, appropriate assessment plan to measure project impact and success	5
CRITERION 5: Knowledge of Target Constituents and Needs -detailed description of the applicant organization's community, including demographics -responsive to the needs of the community served -demonstrates understanding of communities where arts and culture are not accessible -integration of cultural equity and inclusion into outreach and engagement efforts	25
TOTAL POSSIBLE POINTS	**100**

How Grant Awards are Calculated

Request:

$20,000

Requesting the maximum amount is recommended

✕

Score:

97%

=

Fundable Request:

$19,400

Grantees will not receive 100% of the amount requested

After cut-off scores* are determined, request is reduced by available funds for program:

$750,000/58 Grantees in FY19/20 (cut-off score 76)

$750,000/64 Grantees in FY20/21 (cut-off score 70)

$750,000/63 Grantees in FY21/22 (cut-off score 72)

$750,000/75 Grantees in FY22/23 (cut-off score 70)

*Cut Off Scores are determined by the Arts Commissioners on an annual basis

Grant Review Panels

Who are CIAG panelists?

☼ Community members familiar with LA County arts and social services sectors

☼ Artists, educators, healing arts practitioners

☼ Arts and nonprofit professionals with knowledge and professional qualifications in the arts and social services working in cross-sector work

☼ Public and social service providers
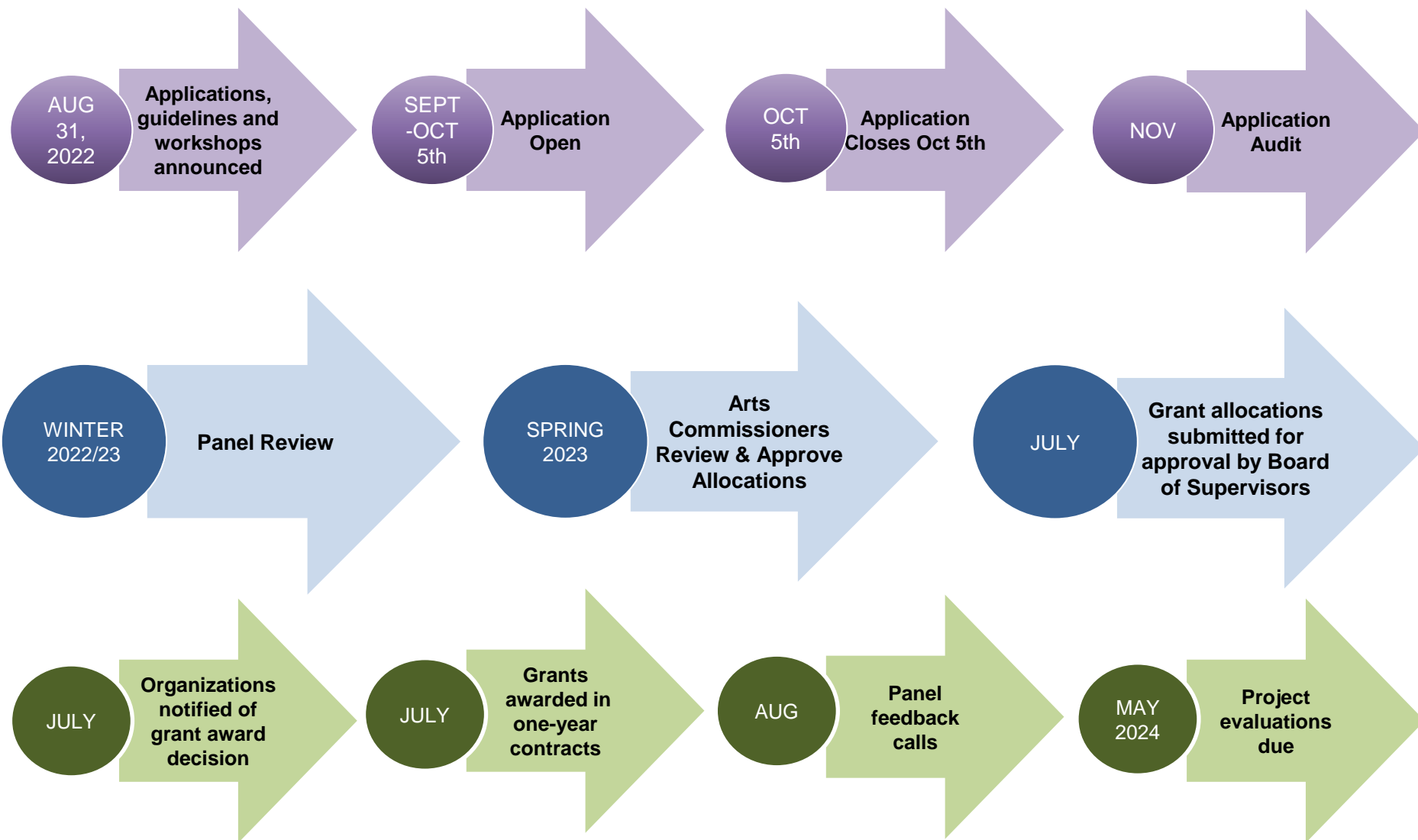
☼ People interested in supporting arts in community

A staff member of a CIAG applicant cannot serve on a CIAG grant panel but _can_ serve on OGP grant panels

To nominate a panelist, visit our website!
https://www.lacountyarts.org/panelistnomination

Important Dates + Deadlines

Los Angeles County Arts & Culture

DEADLINE: Wednesday, October 5, 2022 at 11:59 P.M. PST
No Extensions.

AUG 31, 2022 → Applications, guidelines and workshops announced

SEPT -OCT 5th → Application Open

OCT 5th → Application Closes Oct 5th

NOV → Application Audit

WINTER 2022/23 → Panel Review

SPRING 2023 → Arts Commissioners Review & Approve Allocations

JULY → Grant allocations submitted for approval by Board of Supervisors

JULY → Organizations notified of grant award decision

JULY → Grants awarded in one-year contracts

AUG → Panel feedback calls

MAY 2024 → Project evaluations due

Applicants must meet ALL eligibility requirements in order for the proposal to be reviewed in panel

Review the CIAG Guidelines thoroughly!

ELIGIBILITY
1. Organizational Eligibility
2. Project Eligibility

Photo credit: *No Limits Theater Group*

Organizational Eligibility

*Primary mission to provide services **other than** arts programming*

☼ A 501c3 tax exempt nonprofit or a municipality

(*Fiscal Sponsors are eligible to apply for multiple projects)*

☼ Organizational operating budget of $25,000+

☼ Principal offices in LA County

☼ Functioning Board of Directors that meets regularly and 51% of members residing in CA

☼ At least **two (2) consecutive years** of arts-based programming, services or activities in Los Angeles County. *Timeframe: In the last two years, 2020-2022.*

☼ Produced or hosted at least **four (4)** arts-based workshops, classes, performances or presentations each year, either virtually or in person. *Fundraising events and programs do not qualify. A TOTAL OF 8 ACTIVITIES.*

Examples of Eligible Organizations

*A primary mission to provide services **other than** arts programming, **demonstrated by over 50% of budget devoted to non-arts programming***

Examples of eligible organizations:

☼ Municipal departments

☼ Social and human services agencies and organizations

☼ Religious organizations **providing services to the broader community** that are not religious in purpose
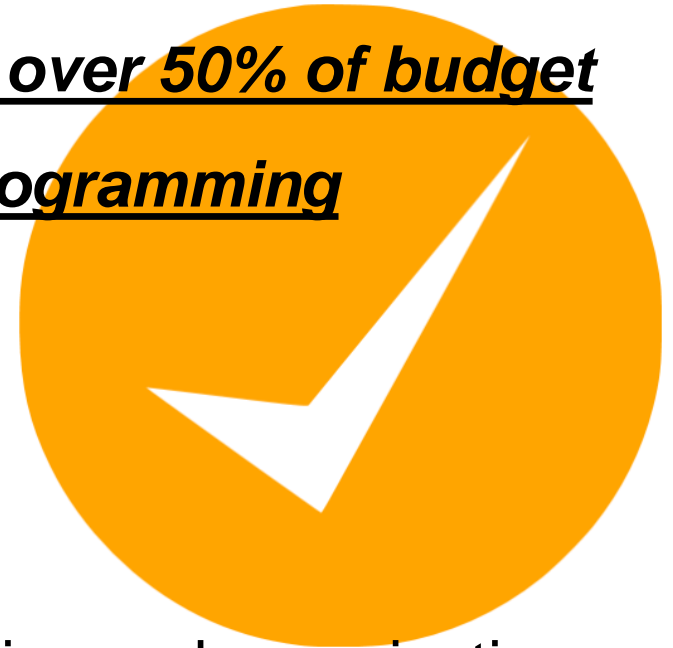
Details for Fiscally Sponsored Projects

Fiscal Sponsors may apply on behalf of multiple projects.

Applicant projects must meet the following requirements:
- ☼ Annual project budget of $25,000 or more
- ☼ Principal offices in LA County
- ☼ Two consecutive years of providing arts services or activities in LA County
- ☼ Less than 50% of their overall budget focused on arts-based programming. If more than 50%, fiscally sponsored project is **NOT ELIGIBLE** to apply and should apply to the Organizational Grant Program
- ☼ Fiscally sponsored organizations who possess **Model A comprehensive sponsorship agreement** with the Fiscal Sponsor are eligible to apply (a copy of the agreement or verification letter from the sponsor is required with the application).

IMPORTANT NOTE: The fiscal sponsor is the applicant of record and the primary name on the application.

Los Angeles County Arts & Culture

- Nonprofit **arts** organization, defined as 50% or more of the organizational budget devoted to arts programming

- Individual artists

- Los Angeles County and Federal departments/agencies

- Local and municipal **arts agencies**

- **Private membership** organizations not open to the general public

- **K-12 schools**, both public, private and continuation

- Organizations receiving funding from the Organizational Grant Program or the Arts Ed Collective

- Institutes of higher education/learning, such as college or university departments

- Can two partnering organizations each submit an application for the same project (double your chances)?

- Can an organization or municipality submit multiple projects for review?

Eligible Projects

☼ Arts-based and **take place in LA County**

☼ Occurs between **July 1, 2023 and June 30, 2024**

☼ Projects with a combination of arts activities

☼ New or existing projects seeking to expand in scope that support communities with limited access to arts programming

☼ Arts education-related projects taking place out of school*

☼ Arts education-related projects taking place outside of school hours*

☼ Municipal projects by departments or programs providing services other than arts programming

*Additional requirements apply for arts education-related projects, see Guidelines for details.

Ineligible Projects

Φ **Scholarly research**

Φ **Projects held, performed or exhibited outside of LA County**

Φ **Programs for private member communities or clubs**

Φ **Purchase of major equipment, land, buildings or construction, maintenance of existing facilities or other capital expenditures**

Φ **Travel outside of LA County or housing costs**

Φ **Hospitality or food costs**

Φ **Funding for trusts, endowments or cash reserves**

Φ **Projects with religious or evangelic purposes that proselytize or specifically serve only church membership**

Φ **General funding for a university presenting series, museums or galleries**

Photo credit: *Descanso Gardens*

Los Angeles County
Arts & Culture

SurveyMonkey Apply:

How to Complete the
Online Grant Application

Flickr Creative Commons

Accessing the Online Grant Portal

Los Angeles County Arts & Culture

Application and all required materials must be submitted via the SurveyMonkey Apply online grants portal

https://apply-lacdac.smapply.io/

TIPS:

1. Create a user profile for your organization – not an individual.
2. Save your email and password as a contact you can easily access and share.
3. Draft application responses in a Word Document
4. Copy + Paste responses to avoid losing work
5. Submit 5 days prior to deadline to allow time to resolve any technical issues

Accessing the Online Grant Portal

Log in | **Register** | 🛈 ▾

Los Angeles County Department of Arts and Culture

Welcome to the LA County Department of Arts and Culture's online grants system!

UPDATE:

The new granting system is live.

Returning Applicants: Please use your Fluid Review credentials to log in, update your account information and begin an application.

First Time Applicants: Please register for an account using the "REGISTER" button above.

If you have any questions about applications or current grants please contact us using the information below.

Note: OGP Year Two/Final Reports must be submitted in the Fluid Review system by May, 2021. **Click here to be redirected to the Fluid Review system.**

Questions?

Arts Education Advancement Grant Program
Information and Eligibility
Phone: 213-202-5858
Email: artsedcollective@arts.lacounty.gov
Application Period: TBD

Organizational Grant Program
Information and Eligibility
Phone: 213-202-5858
Email: grants@arts.lacounty.gov
Application Period: August 26 – October 14, 2020

Arts Internship Program
Information and Eligibility

If creating a new account, click REGISTER.

ACCOUNT SET UP REMINDERS:
*Only **one** account per organization
*Account login info can be shared
*Be sure organization members have login info and access the account!

Log In   Register   ℹ ▾

Questions about a program or information on this site?   ✉
Contact the site administrator

Need help with using SurveyMonkey Apply?   ↗
Check out the FAQ

Having technical issues with this site?   ↗
Fill in a support request form

Los Angeles County Department of Arts and Culture

PASSWORD RESET: https://apply-lacdac.smapply.io/acc/p/

Grant Portal - User Set Up

SURVEYMONKEY APPLY
https://apply-lacdac.smapply.io/

Photo credit: *Burbank Boys and Girls Club*

Online Application – Getting Started

Programs

Community Impact Arts Grant (CIAG)

Accepting applications from Aug 26 2020 08:00 AM (PDT) to Oct 7 2020 11:59 PM (PDT)

NEED HELP? Please email us with your questions. To promptly respond to all application questions, we welcome your CIAG inquiries to ciag@arts.lacounty.gov.

POWERED BY Apply

Organizations can apply.

See my application   MORE >

Community Impact Arts Grant (CIAG)

Note that organizations who are planning to apply or are currently CIAG grantees are not eligible to apply for the Organizational Grant Program (OGP). For more information and deadlines for the OGP program visit: https://www.lacountyarts.org/applytoOGP

APPLY

Open to
Organizations can apply.

Opens
Aug 26 2020 08:00 AM (PDT)

Deadline
Oct 7 2020 11:59 PM (PDT)

Online Application – Getting Started

Project Budget - Expenses

Los Angeles County Arts & Culture

Project Budget – Income

CIAG Project Budget Income Detail

Identify income sources of "Matching" Funds

LACDAC Grant Request Amount: 20000

Government (Federal, State, City)	$	20000
Foundation Contributions	$	
Corporate Contributions	$	
Trustee/Board Contributions	$	
Other Individual Contributions	$	
Earned Income	$	
Other**	$	

Grand Total Project Income

Meets or Exceed Requirements

error

Budget Income Explanations

Provide a list of cash match sources specific to the project by entering both anticipated and confirmed sources of funding with the amount of each contribution. The total match amount must at least equal (1:1) the CIAG request. **Other: please provide a detailed list of "other" income. Also specify if there are multiple sources of income in the Government (City, County, State, Federal), Foundation or Corporate categories. You may also use this space to further explain the

Artistic Documentation

Descriptions of artistic samples are an important part of the documentation.
Criteria 1 - Artistic Merit

A. Artistic Documentation

Artistic documentation is crucial for evaluating the artistic quality of the applicant and/or project. REMINDER: Provide the context of the submission in the Artistic Description section. This includes, as applicable, title, location, artist(s), date(s) and participant impact.

A minimum of one (1) and maximum of two (2) artistic samples must be included with the application. Review 2020-21 CIAG Guidelines for specific artistic documentation requirements.

Sample A - UPLOAD

[Choose File] No file chosen

Artistic Samples bring your work and proposal to life!

Sample A - DETAILS

	Video/Audio /Images/Published Materials (Please specify sample type below.)	Title	Artist(s)	Year work was completed
Sample A				

Sample A - RUNNING TIME (Video and Audio only)
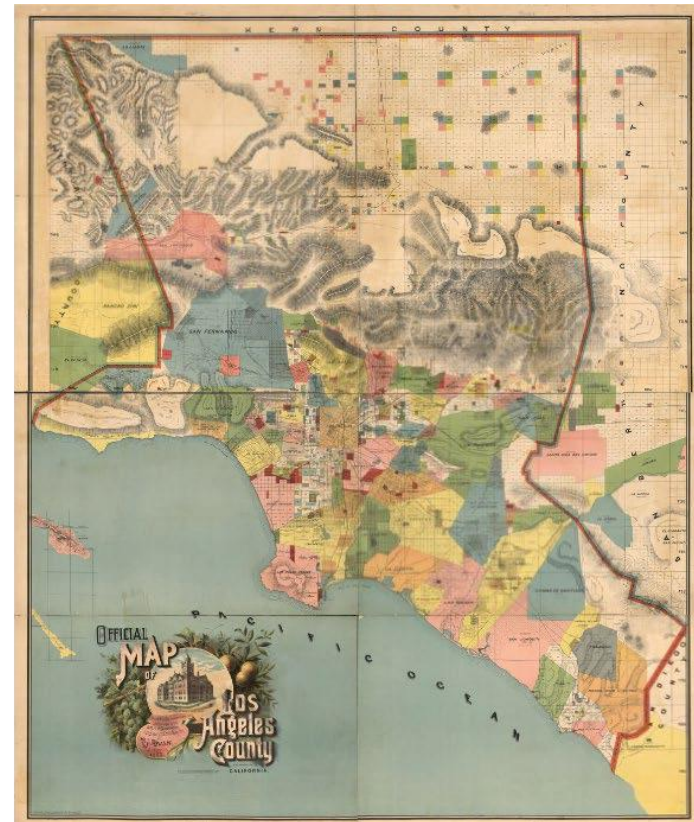
Sample A - ARTISTIC DESCRIPTION

Briefly describe the artistic sample and explain its relationship to the application.

How to describe your community and constituents:

☼ Geographically (zip codes, neighborhoods)

☼ Demographically: race, gender,

sexual orientation, age, etc.

☼ Cultural Characteristics

☼ Economic Characteristics (income)

☼ Other

Who do you serve and why?
How do you understand their needs?
How are your arts programs developed to meet those needs?

Support Materials

REQUIRED OF *ALL* APPLICANTS

❑ Artistic Documentation
❑ 2 Letters of Recommendation or Reviews from the past 18 months
❑ Federal Form 990, 990-EZ or 990-N most recent or filed on or after December 31, 2020

REQUIRED OF APPLICANTS WITH BUDGETS $2M or more

❑ Financial Audit for most recently completed fiscal year ending on or after December 31, 2020

REQUIRED OF MUNICIPALITIES

❑ Municipal departments, fiscally sponsored projects and religious organizations must submit a reviewed financial statement or annual profit/loss and balance sheet information in lieu of 990

REQUIRED OF FISCALLY SPONSORED PROJECTS

❑ Revenue and Expense or Profit and Loss Statement of the annual operating budget

OPTIONAL + <u>HIGHLY ENCOURAGED</u> for ARTS ED PROJECT or LESSON/CURRICULUM BASED PROJECTS

❑ Sample lesson plan/agenda outlining the activities/work planned and scheduled during a workshop or class session.

Photo credit: CIAG grantee *Coalition for Engaged Education*

OPTIONAL

❑ One piece of promotional material (Brochure, flyer, newsletters, etc.)

Photo credit: Flickr, Creative Commons license.

REMEMBER

- ❑ You are the subject matter expert
- ❑ Use the application to introduce yourself/make a lasting first impression

- ❑ Panelists are **not** specialists in every sector
- ❑ Assume panelists do not know your organization
- ❑ Show **Not** Tell
- ❑ Be mindful of **character limits,** not word limits
- ❑ Address:
    - ❑ **What** the project is?
    - ❑ **Why** it is important?
    - ❑ **Why** the **goals** of project are **important** to the **mission**? Detail in specific terms.
- ❑ Do not use marketing information to answer project narrative questions

Application Tips

Past panelists have appreciated details such as:

- [ ] When and how artists are paid

- [ ] Details about *how* the project *works*
  - [ ] Timeline for overall project and plan specific programming, i.e. What happens during a workshop?
  - [ ] Hiring and training criteria for project staff

- [ ] Evaluation that pertains specifically to the **arts-based project** proposal
  - [ ] Outline questions that are asked to determine/evaluate project success
  - [ ] Compare participants to non-participants
  - [ ] Providing data from a previous evaluation shows responsiveness

- [ ] Seeing a curriculum sample/lesson plan to provide helpful clarity + detail for lesson-based programs

- [ ] Artistic documentation that tells the story of the project, program and participants/community
  - [ ] Video can be more successful for media, music and dance projects because of artistic mediums
  - [ ] Include images of audience/participation in a PowerPoint (limit 10 slides)

- [ ] Recommend submitting **TWO** artistic samples to show breadth and impact of work

Questions? We're here to help!

Los Angeles County Arts & Culture

CONTACT US!
CIAG@ARTS.LACOUNTY.GOV

Photo credit: *Vigilant Love*

OFFICE HOURS

Mondays 1:30pm – 3:30pm, September 12th – October 3rd
https://calendly.com/mmorris-artsandculturegrants/ciag23-24

WORKSHOPS

September 7th @ 3pm, September 23rd @ 1pm
https://www.lacountyarts.org/funding/community-impacts-arts-grants/grantseekers/workshops