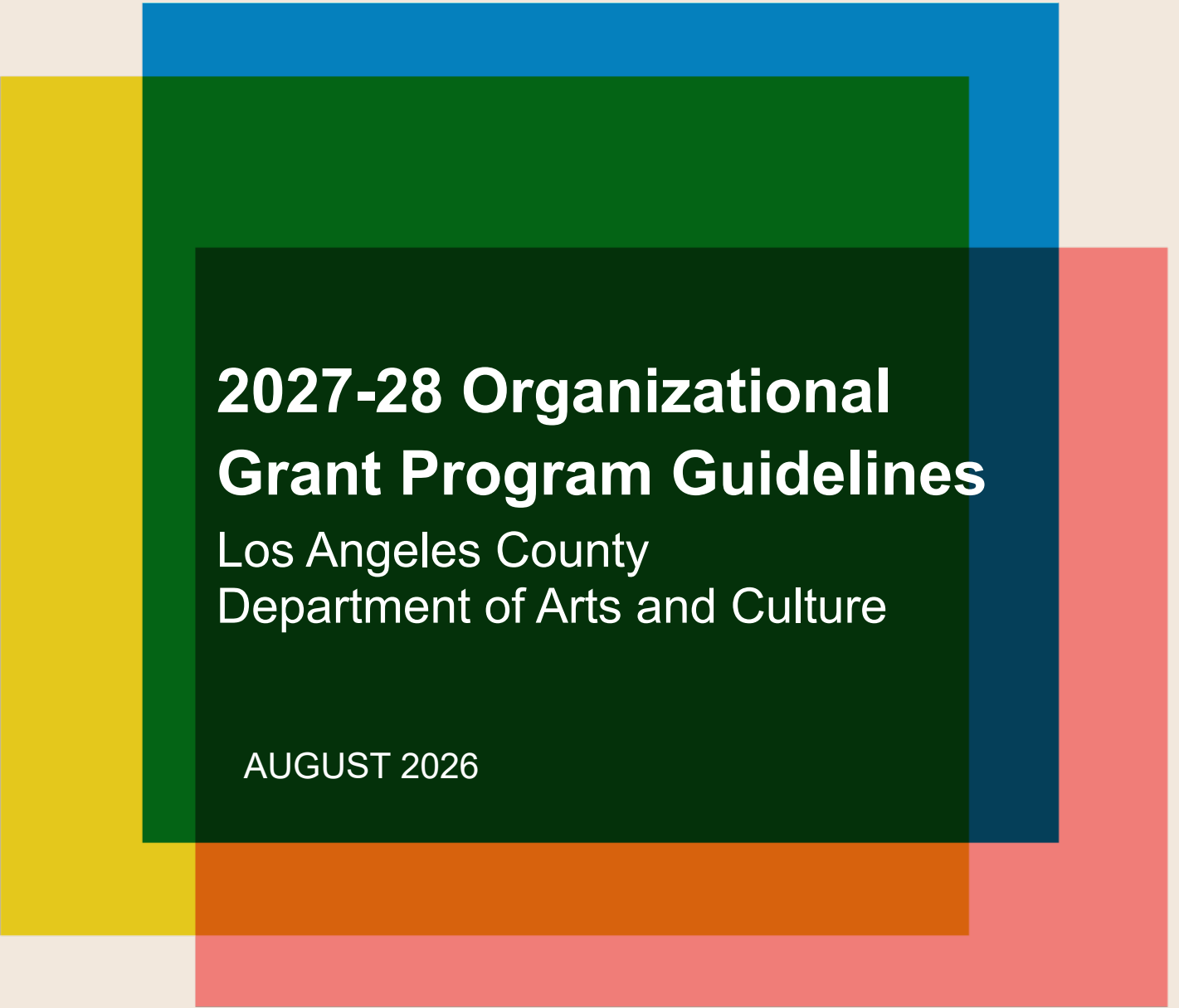




2027-28 Organizational Grant Program Guidelines

Los Angeles County
Department of Arts and Culture

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Los Angeles County
ARTS & CULTURE



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OVERVIEW OF REQUIREMENTS AND APPLICATION PROCESS

The Organizational Grant Program (OGP) provides two years of general operating support to nonprofit arts organizations that provide quality arts and cultural services that benefit Los Angeles County. These organizations and activities positively impact our region and its residents, neighborhoods, and communities by ensuring direct access and increased opportunities for arts and cultural activities and programming.

WHAT'S NEW

These guidelines include updates and changes for the 2027-28 OGP cycle. See details below for more information:

Updates for all applicants:

- The OGP request formula has changed. The OGP request formula has been recalibrated to align the increase in applicants over the years with limitations of the County budget available. Previously, this has resulted in a large gap between the request amount and the final award amount. By recalibrating request amounts to better align with final awards, applicants will be able to more accurately plan for their funded projects with more realistic projections and anticipated grant award allocation amounts. Staff have worked with a statistician to address this issue and ensure that funding request amounts better reflect what the actual award amount will be if funding is approved.
- Applicants are required to upload a screenshot from the California Secretary of State showing active status or attach a certificate of good standing with their application.
- Organizations must affirm that their project funding will be used for activities and programs that take place in Los Angeles County and provide an explanation in their application.
- Organizations that have experienced an operational deficit over the last two years will not be disqualified. Applicants will still be required to provide an explanation in the application about ongoing deficits in order for staff to continue to track this data.
- Applicants with a grant request amount of \$50,000 and higher are required to complete an additional online form ("Agent Contribution Declaration Form") as a task in the SurveyMonkey Apply portal to comply with state law SB1439, also known as the [Levine Act](#).

Coming Soon

- Beginning next cycle (OGP 2028-29), applications that are late, ineligible or incomplete will not advance to panel review, without exception. Organizations are encouraged to take advantage of courtesy staff reviews offered during the open application period. There will be no corrections period for staff review to provide missing attachments for incomplete applications after the deadline. Organizations will need to wait until the next cycle to apply again.

CALENDAR AND TIMELINE

OGP applications are accepted annually.

Guidelines & Application Available	August 31, 2026
Webinars + Office Hours	Workshop webinars and office hours will be offered from late August until late September 2026. Check the link for full schedule. Note: <i>Workshops are mandatory for new applicants and applicants that did not receive OGP funding during the previous year. These applicants may either attend a workshop or review a recording in order to meet this requirement.</i>
Open Application Period	Monday, August 31 – Monday, October 5, 2026, by 11:59 PM PST
Staff Review	Fall 2026
Peer Panel Review	February – April 2027
Commission Review	April – June 2027
Anticipated Board of Supervisors Approval	July 2027
Notifications Sent via Email	July 2027
Grant Period	July 1, 2027 – June 30, 2029 (Two Years)
Year 1 Report Due	June 1, 2027
Year 2 Report Due	June 1, 2028

ACCESSING THE ONLINE GRANT APPLICATION

Grant applications can be accessed and submitted via Arts and Culture's online grant system at apply-lacdac.smapply.io/.

Applications may not be submitted after the deadline. Applications missing required attachments will be deemed ineligible and will not be considered for funding.

Arts and Culture strongly recommends submitting the application at least **five (5)** days prior to the deadline to give ample time to troubleshoot.

All information submitted to Arts and Culture in conjunction with a grant application becomes public record at the time the application is submitted.

OGP DEADLINE

The online application will open on Monday, August 31, 2026 at noon. The deadline to submit the online OGP application will be **Monday, October 5, 2026, at 11:59 PM PST**.

OGP REQUIREMENTS FOR ELIGIBILITY

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 as demonstrated by the address listed on 990**, 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 (2) full and consecutive years of producing and programming history in the County either in-person or online**. For two (2) most recently completed years (2024-26), the organization is required to have produced at least four (4) live or virtual public programs, performances, exhibitions, or other activities such as arts education or literary arts 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 (2) or more festivals prior to application.
- F. **Submitted Federal Form 990 for a tax year ending on or after December 31, 2024**. A submitted Federal Form 990, 990-EZ or 990-N is required of all applicants. Applicants with budgets under \$50,000 should submit a copy of their most recently submitted 990-N.
- G. For organizations with operating budgets of \$2 million 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, 2024**.
- H. **Verifiable proof of "active" or "good standing" with the [California Secretary of State](#)**, the California Department of Justice and Office of the Attorney General.
- I. **A complete OGP Funder Report downloaded from the [SMU DataArts](#) website, showing at least three (3) consecutive recently completed fiscal years**. The most recently completed year of the OGP Funder Report must match the end-year of the applicant's submitted Federal Form 990. For applicants with budgets of \$2 million and greater, the most recent year of the OGP Funder Report must also match the applicant's submitted financial audit. **NOTE:** For organizations with only two (2) full consecutive years of producing and programming history, submitting an OGP Funder Report for two (2) recently completed fiscal years is acceptable. **The budget listed on the OGP Funder Report must be within 10% of total revenue line on the submitted 990.**
- J. If applicant previously received an OGP grant within the previous three (3) years, applicant must have **met all Arts and Culture grant conditions** during the most recent grant period. Any organization that has not met previous OGP grant agreement conditions is disqualified from reapplying for three (3) years.
- K. **No previous commitment to receive OGP funds** during FY 2026-2027. Any organization that executed a two-year OGP grant agreement in FY 2026-27 cannot reapply for the FY 2027-28 program to obtain a higher score or award.
- L. New applicants and **applicants that did not receive funding the last time they applied** to OGP are **required to attend an OGP workshop by participating in or reviewing a webinar online. No exceptions will be made.**

M. **Fiscally sponsored organizations** with a verified State of California-based fiscal sponsor who possess a Model A comprehensive sponsorship agreement with the fiscal sponsor are eligible to apply (a copy of the agreement or verification letter from the sponsor will be required with the application, along with a copy of the sponsor's 990 tax form listing a State of California address).

Organizations that are not eligible to apply are:

- Organizations whose primary mission is to raise funds.
- Educational institutions that 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 **unless** the organization holds a Model A comprehensive sponsorship agreement with the fiscal sponsor (a copy of the agreement or verification letter from the sponsor will be required with the application).
- Organizations whose primary mission **is not arts related** (e.g. - social service, religious, education, or health organizations).
- Organizations not open to the general public.
- Former grantee organizations not in compliance with OGP grant requirements, such as failing to submit a final report (as stipulated in grant agreement).
- Individual artists

OGP PROJECT REQUIREMENTS

OGP grants are two-year grants. The OGP funds one (1) 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. Arts and Culture welcomes small projects that can make a difference in a community or field.
- Projects may support virtual programming in lieu of live events.

PROJECTS/REQUESTS THAT ARE NOT ELIGIBLE

- 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 proselytizing purposes.
- Participation in another Department of Arts and Culture program.
- Projects that support, sponsor, or are related to competitions.

SELECTING YOUR OGP PROJECT CATEGORY

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

EXAMPLES OF PROJECTS BY PROJECT CATEGORY

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

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 or transition to virtual programming.

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, fund development or digital media technology.
- 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, rental or online 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 artistic 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, LGBTQIA+ 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.

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*.

HOW TO DETERMINE REQUEST AMOUNT BASED ON YOUR BUDGET SIZE

Arts and Culture defines the organization's **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 [SMU DataArts website](#).** For organizations with budgets under \$2M, this number should match with the organization's submitted Federal Form 990. For organizations with budgets over \$2M this number should correspond with the submitted 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 13** for more information.

- 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 *OGP Funder Report*, **not the 990 tax form** or any other source.

ALLOWABLE FUNDING REQUESTS

Applicants may calculate their OGP request amount using the OGP request calculator, located in *Task 2 – Budget and Project* of the OGP application.

Before using the calculator, applicants must find the *Budget Size* figure in the [OGP Funder Report](#) downloaded from the SMU DataArts website. Use this number to see the maximum allowable grant request amount for the full two-year cycle. **Applicants must not use their 990 or internal financial statements to calculate the request amount.**

The online calculator eliminates the possibility of an error in the requested amount, as it is calculated using your organization's [budget size from the most recent 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 this link: [Calculator Explained](#).

How to use the calculator:

- The maximum grant request is determined by *Budget Size*, which is located on the upper right corner, of [Page 1](#) of the LA County Department of Arts and Culture [OGP Funder Report](#).
- Input this number without commas, dollar signs, and periods in the budget box and click calculate.
- The maximum grant request will pop up under the budget size field.
- Enter this number in the "Total Amount Requested" field in the *Budget and Project* section of the grant application.

Note: Please note that the OGP request formula has been recalibrated to better align the increase in applicants over time and impact of budget limitations that have resulted in a large gap between the request amount and the final award amount. For returning applicants, the request amount will look different from previous years but will align more closely with projected final awards.

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. Arts and Culture recommends that organizations request the maximum amount allowable based on budget size.

ARTS EDUCATION GUIDELINES

Applicants that designate themselves as an arts education organization (an organization with a [mission centered on providing opportunities for youth](#) 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 in-school](#) must answer all questions in the arts education task, as well as submit a curriculum sample or lesson plan if the programming is happening in schools. Arts Education programs and projects include any funding request meant to support programs, activities, or staff that serve youth ages 5-18 years old whether as part of the organizational mission or specifically related to the funding request. The only exception to this requirement is specifically for organizations that solely provide *Community-based Programming*.

All arts education organizations and projects will be reviewed in an arts education panel.

ARTS EDUCATION DEFINITIONS

In-school programming

Services delivered during part of children's regular school day, in or out of the school campus, virtually or in-person. 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. [A sample curriculum is required in the application.](#)

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. [A sample curriculum is not required in the application.](#)

Community-based programming

Services provided to children/youth and/or their families outside of school property, virtually or in-person, 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 choirs 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 take 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.

Culturally Relevant, Responsive, and Sustaining Instruction

Asset-based teaching practices that view diversity in thought, culture, and traits as strengths. Instruction is designed to accept and affirm the backgrounds of students of color (Culturally Relevant); connect to students’ cultural knowledge, prior experiences, and frames of reference (Culturally Responsive); and sustain cultural ways of being in communities of color while supporting students to critique dominant power structures in society (Culturally Sustaining). This definition is from Los Angeles County’s [Regional Blueprint for Arts Education](#), released in 2020.

ARTS EDUCATION REQUIREMENTS

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

Arts Education Requirements by Type of Programming		
In-school	Out-of-school, extended learning or after-school	Community-based
Must submit curriculum or lesson plan	Not required to submit curriculum or lesson plan but recommended.	Not required to submit curriculum or lesson plan but recommended.

Arts Education Requirements by Type of Programming		
Must demonstrate alignment with California VAPA Standards for Public Schools	Are encouraged to demonstrate alignment with California VAPA Standards for Public Schools	Are encouraged to demonstrate alignment with VAPA Standards for Public Schools
All categories must demonstrate quality teaching and learning.		

Curriculum Samples

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.

State Standards Alignment

In-school programming must demonstrate alignment with California Arts Standards for Public Schools. For other formats, organizations are encouraged to address alignment to the [California Arts Standards for Public Schools](#).

ARTS SERVICE ORGANIZATIONS GUIDELINES

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 (CEI): STATEMENTS, POLICIES AND PLANS (SPP)

As part of the Cultural Equity and Inclusion Initiative (CEII), all applicants to the Organizational Grant 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. For more background information on the initiative, [click here](#).

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

Requirements by Budget:

Budget Category	Budget Size	Requirement
OGP 1	Up to \$199,999	Board adopted cultural equity and inclusion statement, policy or plan. Minimum requirement is a board adopted statement + proof of board adoption.
OGP 2	\$200,000 – \$999,999	Minimum requirement is a board adopted statement + proof of board adoption. Board adopted policy encouraged.
OGP 3	\$1,000,000 – \$14,999,999	Minimum requirement is a board adopted cultural equity and inclusion policy . Board adopted plan encouraged.
OGP 4	\$15,000,000+	Minimum requirement is a board adopted cultural equity and inclusion policy and plan . 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. It is highly recommended that the plan includes actionable strategies and methods for measuring progress around all five key areas of the CEII initiative including board, staff, programs/operations, artists and audiences.

OGP applicants are required to attach the following items with the application:

1. A board adopted cultural equity and inclusion Statement, Policy and/or Plan (SPP) document or link to the organization’s SPP on their website with the FY 2027-28 application.
2. A board resolution or board meeting minutes detailing the date of adoption must also be included.

Note: Returning applicants who submitted a statement, policy or plan with their last application may reapply using that same document and proof of adoption from the board, [please indicate you will use the statement, policy or plan submitted with the last application](#).

For this requirement, panelists reviewing and scoring applications will not review the applicant’s statements, policies or plans. Arts and Culture 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 (CEI) Workshops and Resources

Arts and Culture offers free workshops for applicants who wish to update or need help to prepare for this requirement.

To see the current schedule of workshops and review available online resources, [click here](#). While applicants are highly encouraged to attend a virtual CEI workshop, they are not required.

REQUIRED FINANCIAL FORMS

Required financial documentation varies depending on the organization's budget size, please review the table below for reference.

Applicants that cannot provide any of the required materials at the time of application **are not eligible to apply**.

Grant Budget Category	Budget Size	Financial Requirements
OGP 1-3	Up to \$1,999,999	- OGP Funder Report, - Federal Form 990
OGP 3-4	\$2,000,000 +	- OGP Funder Report, - Federal Form 990, Financial Audit

Requirements For All Organizations

- ✓ All applicants must submit a copy of the **Federal Form 990, 990-EZ or 990-N** for the organization's most recently completed fiscal year.
 - Forms filed for a tax year ending on or after December 31, 2024 will be accepted provided the form is the organization's most recent tax filing.
 - Applicants with budgets less than \$50,000 should submit a copy of their most recently completed 990-N or 990-EZ.
 - Fiscally sponsored organizations may submit internal financial statements in lieu of a tax form. However, a Federal Form 990 for the fiscal sponsor must be submitted with the application.
- ✓ All applicants must complete their [SMU DataArts](#) Cultural Data Profiles (CDP) for at least three (3) recently completed fiscal years.
- ✓ All applicants must submit a copy of the [OGP Funder Report](#) from the [SMU DataArts](#) website.
 - See the SMU DataArts section below for more information on how to download this report.

Additional Requirements for Organizations with Larger Budgets

- ✓ Applicants with budgets of \$2 million or more are **required to submit a financial audit** for the organization's most recently completed fiscal year.
 - Financial audit for a fiscal year ending on or after June 30, 2024 will be accepted, provided it is the organization's most recent audit.

- Audits for a fiscal year ending before June 30, 2024 will not be accepted. Financial reviews will not be accepted.

About Financial Forms

All required financial forms will be compared to ensure the budget size from the most recent year of the OGP Funder Report **matches** the applicant's total revenue in the Federal Form 990, 990-EZ, or most recent financial audit.

SMU DATAARTS

SMU DataArts, was founded to bring the language and leverage of data to the business of culture. [The Cultural Data Profile \(CDP\)](#) is SMU DataArts' flagship service, a free and secure online survey which thousands of cultural nonprofits use annually to report their financial and programmatic information. SMU DataArts seeks to be a catalyst for data-informed decision-making. SMU 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. In order to streamline the process, SMU DataArts provides the ability to complete one CDP that can be used for reporting programmatic and financial data to any participating funder.

CDP Requirements for OGP Applicants

- ✓ All OGP applicants are required to complete a CDP and upload an LA County Department of Arts and Culture [OGP Funder Report](#) from the [SMU DataArts](#) website with the grant application.
 - Applicants that cannot provide a **complete** OGP Funder Report at the time of application will be deemed ineligible due to an incomplete application.
 - Applicants that submit an OGP Funder Report that ends on a different year as the financial audit or Federal Form 990 will not meet requirements and will be deemed ineligible due to an incomplete application.
- ✓ 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 and those with annual budgets under \$50,000 do not need to complete the balance sheet in the CDP profile.

DataArts Details

Instructions

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

SMU DataArts Support Center: 1-877-707-3282.

Time Required

Plan to spend 10 to 15 hours completing each CDP. Arts and Culture recommends completing the profile as soon as you decide to apply. Arts and Culture cannot extend the application deadline to allow for extra time to complete the CDP.

Minimum Data Profile Requirements

Applicants with three (3) 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 (1) year of data annually to keep their CDP up to date. **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 Entities

When completing the CDP for an ongoing program within a larger organization or institution (for example a [fiscally sponsored organization](#)), fill out the Data Profile for the sub-unit only. Do not enter any data for the parent organization/fiscal sponsor.

Unsure whether or not your organization qualifies as an applicant under a parent organization? Data Arts has provided a [helpful blog post on that topic](#).

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 as the organization's most recent audit or completed Federal Form 990.**

Completing the CDP

Completion of a CDP activates the [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 generate the [OGP Funder Report](#).

Fiscally sponsored organizations may find information specific to filling out their CDP [here](#).

When you are finished entering data, click on the tab titled, "Review and Complete". Confirm that all 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 SMU DataArts' Support Center for assistance at 1-877-707-3282.

OGP Funder Report

Applicants must download and attach a Los Angeles County Department of Arts and Culture [OGP Funder Report](#) to the grant application. You can find instructions on how to access your OGP Funder Report by reading this [instructional blog post](#). 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 percentage changes from year to year. If something looks incorrect, you can make revisions to your Data Profile and generate and download a new report. Instructions on how to do so can be found in a [blog post on the topic, located on the Data Arts website](#).

Budget Notes

The OGP Funder Report is a critical part of the grant application. Grant review panelists rely heavily on the applicant's funder report explanations to understand how the organization operates. 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. The applicant may cut and paste those narratives into the application funder report explanations as needed. [Unexplained budget variances may result in a reduction of points.](#)

What happens to submitted CDP data?

Arts and Culture 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 SMU DataArts.

Questions?

Please direct questions concerning the CDP/OGP Funder Report to the SMU DataArts' Support Center:

Monday-Friday from 8AM – 2PM Pacific Time

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

Email: help@culturaldata.org

CONTRIBUTION AND AGENT DECLARATION FORM (LEVINE ACT COMPLIANCE)

The County of Los Angeles requires all applicants requesting \$50,000 and above to Department of Arts and Culture grant programs to complete a Contribution and Agent Declaration Form to comply with the Levine Act (SB1439), California legislation effective January 1, 2023 that prohibits certain appointed and elected local officers, including members of the Board of Supervisors, from taking part in decisions about awarding contracts, grants, licenses, or permits if the officer received a political contribution of more than \$500 in the last 12 months from a bidder, proposer, or applicant (or the bidder, proposer, or applicant's paid representative/agent).

To comply with the Levine Act, California State law requires applicants with a grant request of \$50,000 or more must disclose information about contributions made by certain individuals (such as paid employees, paid agents, or paid board members) that represent the organization/agency. Applicants with Model A fiscal sponsorship should also disclose relevant information about their fiscal sponsor. Applicants will disclose required information by completing the Contribution and Agent Declaration Form, a digital form that is a required component of the online application. Information is being collected for transparency and compliance purposes only. Reporting contributions will not disqualify an applicant from the grant program.

Failure to respond to required questions will result in immediate disqualification of the application to the grant program without exception. No grace period will be provided to complete this requirement. Applicants should be prepared to dedicate extra time to the process of reviewing the form, collecting and assessing data, and preparing accurate responses. Additional information, including the questions asked in the Contribution and Agent Declaration Form, can be found at: lacountyarts.org/levine-act-sb1439-compliance-applicants-grant-programs.

ARTISTIC DOCUMENTATION

Artistic documentation is crucial for demonstrating the “Artistic Quality” [CRITERION 1] of the organization. At minimum, one (1), maximum two (2) artistic samples must be uploaded with the application. Panelists prefer to see the range and depth of an organization’s artistic programming. While one sample is required, it is recommended that two be submitted with the application. Adhere to the artistic sample guidelines to ensure compliance with OGP requirements. Artistic documentation may be submitted as hyperlinks (i.e. YouTube, Vimeo, etc.)

NOTE: Samples must be tested to ensure they are visible/downloadable in the application. Applicants who are missing samples or who have uploaded samples that are not visible or downloadable will not be eligible due to an incomplete application.

Additionally, providing **incorrect types of samples will constitute an incomplete and ineligible application. Artistic samples may not be changed after application is submitted.**

Video Samples must:

- Not be more than five (5) minutes long.
- May be provided as YouTube or Vimeo links (if password protected, make sure to add password in description).

Image Samples must:

- Be submitted as a slideshow in a PowerPoint (PPT) file.
- No more than ten (10) images may be in sample.
- No more than one (1) 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
Arts Education <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.
Arts Service <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.
Dance	Video	Up to 5-minute video;
Literary	Published Materials -and/or- Video	Up to 5-minute video; Up to 10 images on PPT file;

Discipline	Required Artistic Documentation	Submission Requirements
	-or- Images	Up to 2 published materials.
Media Arts	Video	Up to 5-minute video
Multidisciplinary	Video -and/or- Images -or- Audio	Up to 5-minute video; Up to 10 images on PPT file; Up to 5-minute audio file.
Music – Choral/Opera	Audio -and/or- Video	Up to 5-minute video; Up to 5-minute audio file.
Music – Instrumental	Audio -and/or- Video	Up to 5-minute video; Up to 5-minute audio file.
Presenting <i>Presenting sample(s) should demonstrate representative artists' work.</i>	Video	Up to 5-minute video.
Theatre	Video	Up to 5-minute video.
Traditional & Folk Art	Video -and/or- Images -or- Audio	Up to 5-minute video; Up to 10 images on PPT file; Up to 5-minute audio file.
Visual Art	Video -and/or- Images -or- Published Materials	Up to 5-minute video; Up to 10 images on PPT file; Up to 2 published materials.

Video Samples: Panelists prefer to review substantive artistic excerpts rather than a compilation of short, edited clips. Provide a brief introduction to each sample in the description field and upload video files in order of preference.

Audio Samples: Upload each audio sample in order of preference. Describe each sample in the description field.

Image Samples: Up to 10 images (PowerPoint Presentation with one image per slide; include title, artist and date). This format is best used for exhibitions, installation documentation or completed artworks. **Do not upload single images.**

Published Materials: This format is best used for literary publications and museum and gallery catalogues.

Promotional Materials: For example, season brochures, flyers, postcards, newsletters, reviews and letters of support) may be uploaded as “additional supplemental materials” at the bottom of the Artistic Documentation Task. **Do not submit promotional materials as artistic documentation.**

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 (3-5) minutes reviewing the work sample(s) for each application.

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 AND REVIEW CRITERIA

Applications will be reviewed and scored by a peer review panel that reflects the diversity of the region and is made up of cultural workers, arts administrators, artists/practitioners, educators, scholars, funders, community members and others with knowledge and professional qualifications in arts and culture and with familiarity of the Los Angeles region's nonprofit arts and culture sector.

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
TOTAL POSSIBLE POINTS	100

GRANT AWARD REQUIREMENTS

Applicants should be aware that OGP awards require administrative responsibilities:

- Grantees are required to adhere to all local, state and federal laws
- Adhere to LA County terms for grant agreements
- Registration as an LA County vendor
- Mid-cycle and final report
- Cash Match

All OGP grants must be matched at least dollar-for-dollar with earned or contributed cash support. 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 Department of Arts and Culture. **The cash match does not need to be a new source of income** however; in-kind matching support is not accepted.

Financial Documentation

Though proof of expenses is 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 Arts and Culture will be accepted. If changes in the awarded project are necessary, grantees must contact Grants staff at 213-202-5858 or grants@arts.lacounty.gov for approval of a project amendment before implementation of amended project activities.

Credit/Recognition

Grantees are required to acknowledge the Los Angeles County Board of Supervisors and Arts and Culture on all materials, websites, publications, flyers, and announcements (printed or digital) through placement of the Arts and Culture logo and use of the following credit line:

"This [ORGANIZATION / PROJECT / PROGRAM / PERFORMANCE / EXHIBITION] is supported, in part, by the Los Angeles County Board of Supervisors through the Department of Arts and Culture."

The Arts and Culture logos can be found [here](#). In addition to the logo and credit line, any printed list of contributors to an organization or program funded by this grant should include the "Los Angeles County Department of Arts and Culture".

Grantees are also encouraged to use the Board's and Arts and Culture's handles and hashtags when posting on social media: @CountyofLA #CountyofLA #LACountyBOS, and @LACountyArts #LACountyArts.

Reporting

Grantees are required to report on the use of funds and update their SMU DataArts Cultural Data Profile annually during the two-year cycle.

Grant Period

Organizations receiving 2027-28 OGP grants will be awarded two-year grant agreements. The period of support will be from July 1, 2027 to June 30, 2029.

Regional Cultural Calendar

The Discover Los Angeles website is a digital platform connecting events and destinations countywide with links to regional public transit. DiscoverLosAngeles.com offers a platform for outreach and accessibility and provides a web portal that supports online information dissemination that is available to OGP grantees.

Grantees are encouraged to post publicly accessible programs and events on discoverlosangeles.com. To do so, create an organization user account via this link discoverlosangeles.com/user?destination=what-to-do/events/submit.

[Click here](#) to review instructional information on how to post on this website.

CONTACT INFORMATION

Please contact Arts and Culture Grants staff for questions about the OGP.

Email: grants@arts.lacounty.gov

Phone: (213) 202-5858

Phone Appointments: [Use this link to make an appointment through the Calendly app](#)

Speakers of a language other than English can request translation support by writing to, or calling, the Department Language Access Liaison, Kristin Friedrich, kfriedrich@arts.lacounty.gov or (213) 202-5858, or visiting our [Language Access Resources](#).

Additional Resources:

[OGP Website](#)

[OGP Workshop Schedule](#)

[Grant Portal](#)

APPENDIX A: OGP PANEL REVIEW CRITERIA GUIDELINES

CRITERION 1: ARTISTIC QUALITY (35 points maximum)

OGP 1

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. Resources are allocated to artists.

OGP 2

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

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 community-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 or lesson plan with the application if the programming is happening in schools. 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.

CRITERION 2: ORGANIZATIONAL READINESS (15 points maximum)

OGP 1

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*. 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

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.* 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

The organization has achieved stable operations and adheres to sound administrative practices (as evidenced in the 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. 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.

CRITERION 3: QUALITY OF PROJECT PLAN (20 points maximum)

OGP 1, 2, 3, 4

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 artistic aspirations.

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

CRITERION 4: QUALITY OF PROJECT EVALUATION (5 points maximum)

OGP 1 + 2

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

OGP 3 + 4

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.

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

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

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

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.

APPENDIX B: QUICK GUIDE TO APPLICATION REQUIREMENTS BY BUDGET CATEGORY

Budget Category	Budget Size	Tax Forms 990N, 990EZ, 990	OGP Funder Report	CA Secretary of State Screenshot	Financial Audit	CEI Statement, Policy, Plan	Artistic Sample	For Arts Ed Orgs Only: Curriculum Sample
OGP 1	Up to \$199,999	990 N (for orgs <\$50K) or 990EZ	Yes	Yes	n/a	Statement (+ proof of board adoption)	Minimum 1, Maximum 2	In-school: Yes, Out-of-School: No, Community: No
OGP 2	\$200,000 to \$999,999	990	Yes	Yes	n/a	Statement (+ proof of board adoption)	Minimum 1, Maximum 2	In-school: Yes, Out-of-School: No, Community: No
OGP 3	\$1,000,000 to \$1,999,999	990	Yes	Yes	n/a	Policy (+ proof of board adoption)	Minimum 1, Maximum 2	In-school: Yes, Out-of-School: No, Community: No
OGP 3	\$2,000,000 to \$14,999,999	990	Yes	Yes	Yes	Policy (+ proof of board adoption)	Minimum 1, Maximum 2	In-school: Yes, Out-of-School: No, Community: No
OGP 4	\$15,000,000+	990	Yes	Yes	Yes	Plan (+ proof of board adoption)	Minimum 1, Maximum 2	In-school: Yes, Out-of-School: No, Community: No