



DC COMMISSION ON
THE ARTS & HUMANITIES

PROJECT-BASED GRANTS

Applicants may submit one (1) UPSTART application per grant cycle

FY 2017

UPSTART (Organization)

Funds determined upon selection of participants and approval of work-plans

Deadline: Friday May 27, 2016 at 4:00PM

UPSTART (Organizations) Questions

Work Samples & Uploads

Provide a statement describing how and why the arts and humanities content of the work sample best represents the applicant and/or the project. Describe how this work delivers excellence and achieves stated goals.

(500 Words)

(Required)

Work Sample:

(Required)

Support Material:

(Required)

Resume(s) of Key Personnel (Artistic/Executive/Managing Director, Training Heads, Project Managers):

(Required)

Current Board of Directors:

(Required)

Current Organizational Budget:

(Required)

Profit and Loss Statement from Most Recently Completed Fiscal Quarter:

(Required)

Balance Sheet from Most Recently Completed Fiscal Year:

(Required)

2015 DataArts Funders Report (Review Complete):
(Required)

Arrest and Conviction Statement (template here: <http://dcarts.dc.gov/page/managing-grant-awards>):
(Required)

Certificate of Clean Hands (visit <http://dcarts.dc.gov/page/managing-grant-awards> for instructions on how to generate a certificate of clean hands):
(Required)

DC Certificate of Incorporation:
(Required)

Certificate of Insurance:
(Required)

IRS Letter of Determination:
(Required)

Statement of Certification (template here: <http://dcarts.dc.gov/page/managing-grant-awards>):
(Required)

W-9:
(Required)

Overview

Group Name/Organization:
(10 Words)
(Required)

Please provide a brief description of the grant request.
(15 Words)
(Required)

Type of Support:
(Required)

Briefly detail the arts and humanities activities and goals during the grant period (October 1, 2016-September 30, 2017).
(200 Words)
(Required)

Have you received a grant from DCCA within the past 5 years?
Yes/No
(Required)

Has your address changed in the past 12 months?

Yes/No

(Required)

Request

Organizational Profile

In which Ward is the applicant's Headquarters located?

(Existing list)

(Required)

Legal Status:

(Existing list)

(Required)

Institution Type:

(Existing list)

(Required)

Organization Founding Date

(Required)

Organization Fiscal Year

(Required)

What is the organization's mission, vision and history? Please include the top three recent accomplishments.

(200 Words)

Request Details

Project Descriptors (To select multiple project descriptors, press control and click each item to select multiples):

(Existing list)

(Required)

District Impact & Engagement

Which ward(s) do your activities and/or programs impact through audience attendance and/or participation?

(Existing list)

(Required)

Will the proposed project impact how you reach District residents? If so, how?

(400 Words)

(Required)

How does the applicant ensure all activities and modes of engagement are accessible to District residents and visitors of all abilities and backgrounds? Discuss the applicant's strategies to include people of all abilities as well as other underserved populations, which include those

whose access to professional arts and humanities experiences is limited by geography, ethnicity, and/or economics. (For more information, review the Americans with Disabilities Act, the FY15 Guide to Grants and DC Human Rights Act of 1977.)

(200 Words)

(Required)

Financial Capacity, Management and Sustainability

Total FY15 Organizational Cash Expenses:

(Numeric)

(Required)

Provide a budget narrative. Describe how the amounts allocated to the budget line items advance achievement of program(s) and/or mission goals; provide relevant detail and any additional clarifying information that may help understanding. Include the sources of required matching funds, if applicable, and whether the funding is secured or pending.

(300 Words)

(Required)

Describe the applicant's revenue strategy to sustain arts and/or humanities programming over the course of FY17 and to provide the cash match of grant funds.

(200 Words)

(Required)

Please describe any larger variance(s) reported on the DataArts profile. Is there anything specific that the panel should know about the applicant's finances?

(200 Words)

(Required)

UPSTART:

Please select status with the UPSTART program:

(Pick-list: New/Alumni)

(Required)

If you have received an UPSTART grant within the past five years, list the DCCAH-funded capacity building activities in the following format: Year, Projects, Grant Award. For example, 2013, Fundraising Plan, Computer Equipment, Executive Coaching \$55,000.

(150 Words)

(Required)

Describe the planning process or needs assessment that led your organization to a capacity-building request.

(200 words)

(Required)

Describe the organization's readiness to engage in capacity building, including (1) how human and financial resources will be deployed and (2) if applicable, how to leverage previous capacity building activities, either through UPSTART or other engagements (Fair Chance, Meyer MAP grant, Taproot Foundation, Compass, etc.)

(200 words)
(Required)

What are the major challenges that the organization hopes to address through UPSTART's capacity building during the grant period?

(200 Words)
(Required)

Choose up to 5 staff and board members to answer the following three questions. Please encourage respondents to be candid. The answers will be considered consensus statements. List the titles and names of participants participating:

(100 Words)
(Required)

What are the organization's greatest strengths? What are the organization's challenges?

(350 Words)
(Required)

If the organization receives funding from UPSTART, what tangible outcomes you hope the organization will achieve?

(200 Words)
(Required)