



DC Commission on the Arts and Humanities

Special Project Funding Opportunity

Letter of Intent Deadline: Wednesday, January 9, 2013

The DC Commission on the Arts and Humanities (DCCA) invites interested District of Columbia-based artists and nonprofit arts organizations to submit creative ideas and concepts for the production of an innovative citywide arts project(s). This one-time funding will be awarded to projects that improve the quality of life for District residents, highlight the cultural diversity and vibrancy of the District of Columbia and promote the creative economy through strong partnerships.

The maximum grant request is \$100,000. Individuals are not required to match grant funds. Organizations must provide a 1:1 cash match. The grant period is from December 3, 2012 to September 30, 2013.

Eligible applicants are:

- Individual artists or arts professionals (e.g., presenters, producers and educators), aged 18 or older who are legal DC residents and have resided in the District for at least one year prior to the application deadline; and
- Organizations that are incorporated as a nonprofit, with a designated tax exempt status under section 501(c)(3) of the United States Internal Revenue Code, as well as in the District of Columbia. Organizations must have their principal offices located in the District of Columbia and have at least fifty-one percent (51%) of scheduled arts activities occur within the District of Columbia with at least fifty-one percent (51%) of participants Washington, DC residents.
- All applicants must be in good standing with DCCA and the District of Columbia.

To apply, applicants must submit a Letter of Intent (LOI) to Moshe Adams, Director of Grants and Legislative Affairs, via email at moshe.adams@dc.gov by **5:00PM, Wednesday, January 9, 2013**. Only one LOI submission per applicant is permitted.

Each Letter of Intent (LOI) must include a one-page narrative and a one-page budget with budget narrative. The LOI narrative must describe:

- Project concept and goals;
- Project description and activities;
- Timeline of planned activities related to the grant request;
- Target audience; and
- Key partnership(s).

All LOIs must be submitted in PDF form via email. *LOIs cannot exceed two pages so responses must be concise.* All file names and email subject lines should indicate the name of the applicant or recognizable acronym for the applicant followed by "LOI.pdf".

Submissions will be reviewed based on artistic content and creativity, community impact/engagement and capacity/sustainability. **Workshops will take place via toll free conference call on December 21, 2012 from 2:00-3:00pm and January 7, 2013 from 2:00-3:00pm.** The conference call number is 877-691-0789. Contact Moshe Adams for attendee code at moshe.adams@dc.gov or 202-724-5613.

All applicants will be notified in writing regarding their application status by **Wednesday, January 16, 2013**. Successful LOI applicants will be asked to submit a full proposal.

For more information, please contact Moshe Adams, Director of Grants and Legislative Affairs at 202-724-5613 or moshe.adams@dc.gov.