DC COMMISSION ON THE ARTS & HUMANITIES

GENERAL OPERATING SUPPORT (GOS): ARTS AND HUMANITIES ORGANIZATION GRANT

Applicants may submit one (1) General Operating Support application per fiscal year cycle. Requests amount vary.

FY 2020
General Operating Support Program (Organizations)
Deadline: Friday, February 15, 2019 at 4:00 PM ET

Government of the District of Columbia
Commission on the Arts and Humanities
200 I (Eye) Street, SE, Suite 1400
Washington, DC 20003

General Operating Support (GOS) Application Questions

<u>Work Samples & Uploads</u>

Provide a statement describing how and why the arts, humanities and/or arts education content or scope of services in the materials uploaded best represent the applicant.
(Up to 400 words)
(Required question)

Work samples:
(Required upload)

Support materials:
CAH recommends up to three (3) internally-produced items (e.g. curricula, strategic plans, marketing materials, etc.) and up to three (3) externally-produced items (e.g., publicity, external letters of support, reviews, commendations, etc.)
(Required upload)

Résumé of key personnel with home addresses (e.g. artistic/managing/executive directors, arts educators, etc.):
(Required upload)

List of board members with roles and home addresses (e.g. president, treasurer, etc.):
(Required upload)

2018 (or most recently available year) DataArts Funders Report with three (3) complete fiscal years:
(Required upload)

Current organizational budget:
(Required upload)

Profit and loss statement from most recently completed fiscal quarter:
(Required upload)

Balance sheet from most recently completed fiscal year:
(Required upload)

DC Office of Partnerships and Grant Services required compliance documents:
(Templates and instructions available at https://dcarts.dc.gov/page/managing-grant-awards)
- Arrest and Conviction Statement (dated at the time of application submission)
- Certificate of Clean Hands (dated no more than 30 days prior to the deadline)
- Certificate of DC Incorporation
- Articles of Incorporation
- Certificate of Liability Insurance – general coverage
- IRS 501(c)(3) Letter of Determination
- Statement of Certification (dated at the time of application submission)

- Signed IRS Form W-9 (Note: Post office boxes are prohibited. Address must match address in grants portal. The form must be dated at the time of application submission)

Overview

Group Name/Organization
(Up to 10 words)
(Required question)

Type of support:
(Indicate General Operations Support or General Operations Support: Service)

Have you applied for a grant from CAH in the past 5 years?

Has your address changed in the past 12 months?
(Yes or No)

Request

Organization Profile

In which Ward is the applicant located?
(Required question)

Applicant discipline:
(Required question)

Applicant secondary discipline:

Organization founding date:
(Required question)

Organization fiscal year (i.e. July 1 – June 30):
(Required question)

Institution type:
(Required question)

What is the organization's mission and vision?
(Up to 200 words)
(Required question)

Please list the organization's top three accomplishments from the past two years:
(Up to 200 words)
(Required question)

Request Details

Projects & Programs

List up to five (5) core programs, projects, or initiatives that will take place during the upcoming fiscal year. Please group activities into categories and provide enough detail to show the breadth of your organizational scope.
(At least 1 project description required)

Example:
   Program type: Arts Education
   Program cost: $15,000
   # of audience/youth served: 5000
   Brief description (100 words)

   Program type: Mainstage Season of Classic American Plays
   Program cost: $350,000
   # of audience/youth served: 18,000
   Brief description (100 words)

District Impact & Engagement

Please describe how your programs or services promote inclusion, diversity, equity and access for audiences, participants, staff and board.
(Up to 400 words)
(Required question)

Specify strategies employed to determine organizational impact through evaluation. Describe changes implemented as a result of internal evaluation processes and external trends.
(Up to 400 words)
(Required question)

Provide examples of programs and/or initiatives that demonstrate an understanding of the unique cultural nature of DC.
(Up to 400 words)
(Required question)

Budget Narrative, Capacity & Sustainability

Total FY 2018 organizational cash expenses (do not include in-kind expenses):
(Required question)

Provide a budget narrative. Describe how the amounts allocated to the budget line items advance organizational mission; provide relevant details and any additional clarifying information. Include the sources of required matching funds and whether the funding is secured or pending.
(Up to 400 words)
(Required question)

Please explain any large variance(s) reported on the DataArts profile (which should reflect 3 complete fiscal years of data).
(Up to 400 words)
(Required question)

How many full time employees are DC residents?
(Required question)

How many full time employees are non-DC residents?
(Required question)

How many part time employees are DC residents?
(Required question)

How many part time employees are non-DC residents?
(Required question)