



DC COMMISSION ON THE ARTS & HUMANITIES

**FY 2022 JURIED EXHIBITION GRANT PROGRAM
THEME: ENVIRONMENTAL JUSTICE
REQUEST FOR APPLICATIONS (RFA)**

RFA Release: Monday | January 3, 2022
Submission Deadline: Friday | January 21, 2022 | 4:00PM
Award Notification: On or about: Monday | February 28, 2022

Individual District-based artists are invited to apply.
Award amounts vary; the total grant award will not exceed \$1,500.
The grant period is from October 1, 2021, to September 30, 2022. Grant funds may not be used for activities or expenses that occur outside of the grant period.
Applicants should read through this request for applications (RFA) in its entirety prior to submitting an application.

Staff Contact: Sarah Gordon, Curator | sarah.gordon2@dc.gov

The DC Commission on the Arts and Humanities (CAH) is an independent agency within the District of Columbia government that evaluates and initiates action on matters relating to the arts and humanities and encourages the development of programs that promote progress in the arts and humanities. As the official arts agency for Washington, DC, CAH is supported by District government funds and in part by the National Endowment for the Arts, a federal agency.

Government of the District of Columbia
Commission on the Arts and Humanities
200 I Street, SE, Suite 1400, Washington, DC 20003
202-724-5613 | dcarts.dc.gov

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OVERVIEW

The Juried Exhibition Grant (JEG) provides support for District-based artists to exhibit their work in a juried, themed visual art exhibition through grant support and use of CAH's exhibition space within their District owned building lobby and CAH's virtual platform. If the gallery is unavailable, the exhibition will be installed on the on-line platform only.

This exhibition will be organized around the theme of environmental justice. In their work, artists may address local and/or global questions of ecology, environmentalism, biodiversity, climate change, stewardship, the relationship of climate justice to social justice, and/or other related concepts and issues.

CAH seeks grant applications from District-based artists for inclusion in the FY22 exhibition, located in the lobby of the 200 I (Eye) Street, SE building and/or CAH's virtual gallery (see schedule below). Each applicant may submit up to five original artworks for consideration, including, but not limited to:

- Paintings;
- Drawings;
- Mixed media works;
- Prints;
- Photographs;
- Fabric arts;
- Videos;
- Ceramics; and
- Sculptures.

Artworks must be framed or otherwise ready to display.

Exhibition Dates
May 9 – July 1, 2022 Installation: May 2-6, 2022 Deinstallation: July 5-8, 2022

PROGRAM GOALS

- Provide the opportunity for District of Columbia artists to exhibit their work in an innovative and educational thematic art exhibition.
- Provide support, exposure and professional benefit for visual artists residing in the District of Columbia.
- Provide a unique exhibition and related programs for District residents and beyond.

ELIGIBILITY REQUIREMENTS

- Emerging and established artists are encouraged to apply.
- Individual applicants (District-based artists) are allowed to submit up to five (5) artworks for consideration.
- Submitted artwork must relate to the theme of Environmental Justice. In their work, artists may address local and/or global questions of ecology, environmentalism, biodiversity, climate change, stewardship, the relationship of climate justice to social justice, and/or other related concepts and issues.
- All artwork submitted must be available for exhibition at the time of submission; applicants may not substitute works not included in the original application.
- Artists are responsible for framing the artwork or otherwise preparing it for display.
- Artwork(s) greater than 100 lbs. will need CAH approval for load-bearing capacity (for walls and floor).
- Artists must disclose in the application if the artwork requires electricity. If it requires sound, be prepared to discuss how it will be contained.
- Video art must be 30 minutes or shorter in length.
- Video art must be able to be projected via Epson DS250 projector or presented on artist's equipment. If video includes sound, artist should be prepared to provide audio equipment.

Individuals must (at the time of application):

- Be an artists over the age of 18;
- Provide a valid government-issued identification or tax return to demonstrate evidence of legal residency in the District of Columbia of at least one (1) year prior to the application deadline. DC post office boxes will not be accepted as a primary address;
- Maintain residency in the District of Columbia throughout the grant period;
- Be in good standing with CAH. Applicants with incomplete or delinquent grant reports from any prior funding program, as of October 15, 2021 (or as otherwise determined by CAH), are ineligible to receive additional funds from CAH in FY 2022; and
- Submit Certificate of Clean Hands at time of application and maintain in good standing through the term of the grant.

Applicant restricted from applying include:

- Individuals that require "fiscal agents"
- Non-District residents
- Non-profit organizations
- For-profit (commercial) entities
- Private foundations
- Civic organizations
- Political organizations
- Foreign governments
- Colleges or universities
- District of Columbia Government and Federal Government agencies, including DC Public Schools

ALLOWABLE COSTS AND FUNDING RESTRICTIONS

As a District of Columbia agency, CAH must ensure that all funds are expended in a fiscally responsible manner. CAH grant-related “allowable costs” are costs that the District government (through its subordinate agency, CAH) has determined, in its sole discretion, to be valid expenditures.

Applicants may receive funds from multiple CAH grant programs during the same fiscal year.

Please note that payments may be taxable under the law. Each grant recipient should consult with a tax professional to determine how payments may impact individual circumstances.

APPLICATION PROCESS

1. Read the RFA guidelines (for the desired program) and determine eligibility.
2. Visit www.dcartarts.dc.gov and navigate to the “Grants” menu and select the “[Grant Application Portal](#)” to register using the “Sign Up today” link.
3. Once registered, select My Open Applications and click on “New Application” on the right side of the screen then select “Juried Exhibition Grant” Program from the program list.
4. Complete the application questions, budget, and other uploads.
5. Upload all required documents, supplementary material, and work samples.

The following application documents are mandatory for all submissions:

These are in addition to the required questions within the online application. Documents must be uploaded as PDFs through CAH’s online grant portal prior to the application deadline.

- A. Artist Statement: Please briefly describe (250 words or less) how the submitted artwork(s) relate to the theme of environmental justice. In their work, artists may address local and/or global questions of ecology, environmentalism, biodiversity, climate change, stewardship, the relationship of climate justice to social justice, and/or other related concepts and issues.
- B. Artist Resume: Provide a current list of exhibitions; publications; commissions; collections; and education.
- C. Image Identification List: Submit a document listing details of each uploaded artwork. The list should include the Artist Name, Title, Year, Medium, and Dimensions.

Example Identification Image List:

1. Artist Name
Title, Year
Medium
Dimensions
2. Artist Name

Title, Year
Medium
Dimensions

- D. Artwork Files: High-quality JPEG files (should not exceed 5MB each). For video, MP4 or FLV files. Video artists may also include a link to a YouTube or Vimeo page.
Uploading – Applicants must use the Media Viewer to upload each image file of prospective artwork for consideration.
1. For each image uploaded, please complete all required media file fields: Title, Media Type, Media Sub-type, Date, Edition number (optional), Dimensions and Description (up to 200 words). The description will be reviewed by the panel and may be used for wall text.
 2. After uploading images to the media viewer, the applicant must individually attach the file to their JEG application.
 3. Individual artists are allowed up to five artworks.
1. Example of File Labeling:
- a) 1_Last Name_Artwork Title; Length (for video)
 - b) 2_Last Name_Artwork Title; Length (for video)
 - c) 3_Last Name_Artwork Title; Length (for video) and so on.
- E. Compliance documents (forms and instructions are available at <http://dcarts.dc.gov/page/managing-grant-awards>).
1. Certificate of Clean Hands (must be dated within thirty 30 days of application).
See: <https://mytax.dc.gov/>
 2. Statement of Certification (signed at the time of application).
 3. Signed IRS Form W-9 (Note: Post office boxes are prohibited. The address on the W-9 must match the address in the grants portal, the DC Government's PASS system, and the DC Vendor Portal. The October 2018 version of the form must be used and be dated at the time of application submission.)
- F. All applicants are encouraged to complete the Demographic Overview Form

All applications must be submitted online by 4:00 PM ET on Friday, January 21, 2022. A confirmation email generates automatically upon submission of the application. Technical issues or failure to receive a confirmation e-mail should be immediately brought to the attention of CAH staff. Incomplete or late applications or applications that do not follow the instructions and guidelines are deemed ineligible for review and funding. CAH does not accept mailed, emailed or hand-delivered copies of grant applications and/or the required attachments. CAH will accept reasonable accommodation requests from applicants with disabilities in advance of the application due date to assist them in submitting grant applications via mail, email or hand-delivery. To request a reasonable accommodation, contact Travis Marcus at travis.marcus@dc.gov and await request approval.

CAH's grant application process is competitive and subject to the availability of funds.

Applicants are fully responsible for the content of their application packages. CAH staff is not permitted to make corrections to applications on behalf of applicants. An automated confirmation of an application's submission does not guarantee an applicant's eligibility or

recommendation for funding by the advisory review panel.

The grant period is from October 1, 2021, to September 30, 2022. Grant funds may not be used for activities that occur outside of this grant period.

INCLUSION, DIVERSITY, EQUITY, AND ACCESS (I.D.E.A.)

CAH has placed increased focus on utilizing an Inclusion, Diversity, Equity and Access (I.D.E.A.) lens in its grantmaking, with the goal of creating a more equitable arts and humanities landscape in the District. In addition to detailed plans for its compliance with the Americans with Disabilities Act (ADA) (42 U.S.C. §§ 12101 et seq.), each applicant must demonstrate how its programming and services will be inclusive, diverse, equitable, and accessible throughout the District of Columbia, beyond participants with disabilities. Applicants should consider a broad definition of “accessibility” by addressing financial, geographic, demographic, cultural and developmental access. For more information, see the Americans with Disabilities Act section of these RFA guidelines (see page 12). For reference, applicants may use this link to access the text of the ADA: <https://www.law.cornell.edu/uscode/text/42/12101>). Notwithstanding the fact that it has shared hyperlinks attached immediately above and later below, the District government does not represent that shared text of the ADA (or any other text) is the latest version of the subject law.

I.D.E.A. DEFINITIONS

Below are definitions used by CAH of each component of I.D.E.A. CAH encourages applicants to develop short- and long-term plans to ensure each of these components is realized in their processes and programs. CAH’s goal for the arts and humanities community is to have a comprehensive and actionable plan in place by FY 2024. Organizations in receipt of funding from CAH will be required to demonstrate their progress in all future interim and final reports beginning in FY 2022.

INCLUSION

Inclusion authentically welcomes, and intentionally brings, traditionally excluded individuals and/or groups into processes, activities, and decision/policymaking in a way that shares power.

DIVERSITY

Diversity refers to the various backgrounds and races that comprise a community, nation, or other grouping. In many instances, the term diversity does not only acknowledge the existence of diversity of background, race, gender, religion, sexual orientation etc., but applies a recognition of the value of these differences. Diversity enriches policies and practices by bringing people of diverse backgrounds and experiences together to inform, shape, and enrich these policies and practices.

EQUITY

Equity is giving everyone what they need to be successful. Equity is different from treating everyone the same. Equity operates from the understanding that people and groups enter given situations from very different starting points. These starting points are often determined by certain social hierarchies such as race, class, gender, age, sexual identity etc. An equitable framework centers awareness of these hierarchies and creates systems that are actively anti-racist, anti-classist, anti-sexist, and anti-homophobic.

ACCESS

Access is defined in the broadest definition of the term as a means of ensuring individuals and/or groups are given financial, geographic, demographic, cultural, and developmental access to programming, services, and other opportunities.

TECHNICAL ASSISTANCE

CAH staff members are available to assist grant applicants with preparing the application through group or individual technical assistance. CAH staff members will not write applications for applicants. CAH staff members are available to review draft applications for thirty (30) minute appointments, on government business days up to one (1) week prior to the grant application deadline.

To schedule an individual technical assistance meeting, please contact Sarah Gordon, CAH Curator at 202-549-9486 or sarah.gordon2@dc.gov. Please note that CAH requests the applicant prepare and deliver (by e-mail or via the online grants portal) their full draft application proposal along with any questions in advance of scheduling a meeting for agency staff assistance.

CAH conducts free live chats for participants to learn useful information about the agency's funding opportunities and how to submit a grant application. All live chats are free and open to the public; however, participants are strongly encouraged to RSVP. Current live chats are scheduled virtually and for the following dates:

- Tuesday, January 11, 2:00-3:00 pm
- Wednesday, January 19, 10:00-11:00 am

More information about the live chats and registration may be found at www.dcartts.dc.gov under [Grant Writing Assistance](#), or by calling CAH at 202-724-5613.

APPLICATION REVIEW

The evaluation criteria are specific to each grant program and listed in each grant program's guidelines. The application process is competitive, and awards are subject to the availability of funds.

REVIEW CRITERIA

- Artwork has exceptional visual impact and technical skill, is conceptually inventive or intellectually stimulating (40%);
- Artwork relates closely and clearly to the theme of the exhibition (35%);
- Artwork is exemplary of the cultural diversity within the District’s artistic community (25%);

SELECTION PROCESS

CAH selected individuals who are former Art Exhibition (Curatorial) grantees to serve as jurors for this grant program. The role of a juror is to review eligible applications and recommend artworks for inclusion in the exhibition. Jurors participate in a group review of these CAH grant applications to discuss and comment on the merits and deficiencies of applications and finalize their recommendations in the presence of CAH staff and Commissioner Conveners.

CAH staff, Commissioner Conveners and jurors are to remain impartial in their review of CAH grant applications. CAH ensures that all involved recuse themselves from review of any application that presents a personal or professional conflict of interest (or the appearance of a conflict of interest).

CAH’s grant application evaluation process takes into consideration general standards of decency and respect for the diverse beliefs and values of the American public consistent with [The National Foundation on the Arts and Humanities Act](#), as amended in 1990.

NOTIFICATION AND PAYMENT

CAH will notify applicants of this grant program as to the results of their application on or about Monday, February 28, 2022, via email with an attached (1) letter of intention to award, (2) letter of ineligibility or (3) letter of denial.

For award recipients, the date of CAH grant award payment disbursement(s) is subject to the availability of funds and the processing of required documentation. CAH staff will advise grant award recipients on the payment disbursement process. CAH does not disburse grant award payments through its office. However, in collaboration with other District of Columbia government agencies, CAH processes the grant award payment requests for grantees in a timely manner.

Applicants must ensure that all compliance materials are uploaded and that all organizational data is current in the online portal before submitting an invoice.

CONDITIONS OF FUNDING AND CANCELATIONS

CAH reserves the right to rescind any and all grant awards for non-compliance with CAH grant

guidelines, policies or regulations, at any time. FY 2021 grant recipients with unmet reporting obligations regarding any CAH funding program as of close of business on Friday, October 15, 2021 are ineligible to receive additional awards from CAH.

REPORTING REQUIREMENTS

The Juried Exhibition Grant does not require an interim or final report.

DISTRICT OF COLUMBIA AND FEDERAL COMPLIANCE REQUIREMENTS

All applicants must obtain from the District of Columbia a Citywide Clean Hands Certification (CCH) and submit this document as part of the application. Please request or update CCH to include with your application. Applications without the certificate will be deemed ineligible. This certification is required before any grant-related funding is disbursed, and grantees must remain in compliance throughout the term of the grant.

The CCH website application supports the Citywide “Clean Hands” Certification Mandate (D. C. Code § 47-2862) which stipulates that individuals and businesses are to be denied District goods or services if there is a debt owed to the District of Columbia of more than one hundred dollars (\$100.00) for fees, fines, taxes or penalties. Applicants who are District residents may visit the following site to obtain more CCH information: <https://mytax.dc.gov/#1>

Non-DC Resident Applicants are still required to obtain a Clean Hands certificate. CAH recommends applicants who have never applied for a Clean Hands to begin the process immediately, as it may take up to 10 business days to complete.

Legal Compliance

Federal and District of Columbia law requires all grant applicants to comply with all applicable laws and regulations that regard non-discrimination. The list of those laws and regulations include: Title VI of the Civil Rights Act of 1964 (which provides that grant recipients must take adequate steps to ensure that people with limited English proficiency receive the language assistance necessary to afford them meaningful access to grant-related programs, activities and services); Title VII of the Civil Rights Act of 1964 (P.L. 88-352) (which prohibits discrimination on the basis of race, color, or national origin); Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1686) (which prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794); the DC Human Rights Act of 1977; and the Americans with Disabilities Act of 1990 (42 U.S.C. §§12101 - 12213) (which prohibits discrimination on the basis of disabilities).

Federal and Local Tax Reporting

All grant recipients are responsible for reporting their respective grant award(s) as income on federal and local tax returns (in accordance with applicable law) and are strongly encouraged to consult with a tax professional and the United States Internal Revenue Service.

CALENDAR OF KEY DATES

Request for Applications Released	Monday, January 3, 2022
Submission Deadline	Friday, January 21, 2022, at 4:00 pm ET
Juror meeting	On or about Friday, February 4, 2022
Notifications to Applicants	On or about Monday, February 28, 2022

CAH JURIED EXHIBITION GRANT STAFF CONTACT

Questions about the JEG grant may be referred to Sarah Gordon, Curator, at sarah.gordon2@dc.gov or 202-549-9486.