



DC COMMISSION ON
THE ARTS & HUMANITIES

FY14

PROJECT-BASED GRANTS

CITY ARTS PROJECTS

Applicants may submit one City Arts Project application per grant cycle

Project Budgets - Less than \$100,000

Organizations may request up to \$20,000

Deadline: June 25, 2013 at 6:00PM

Projects by Individuals

Individuals may request up to \$10,000

Deadline: June 28, 2013 at 6:00PM

Project Budgets - \$100,000 and up

Organizations may request up to \$30,000

Deadline: July 2, 2013 at 6:00PM



DC COMMISSION ON
THE ARTS & HUMANITIES

PROJECT-BASED GRANTS

Applicants may submit one City Arts Project application per grant cycle

FY 2014

City Arts Projects (Organization)

Projects by Individuals

Individuals may request up to \$10,000

Deadline: June 28, 2013 at 6:00PM

City Arts Projects (Individual) Questions

Organization Profile

Organization Name

Phone

EIN

Fax

DBA

Website

What is the Organization's fiscal year?

Legal Status

Applicant Discipline

Institution Type

What is the date on the applicant's DC Articles of Incorporation?

Organization Founding Date

Address

Street Address 1
Street Address 2
State
ZIP/Postal Code
City
Country

In which Ward is the applicant located?

Contact

Contact Title
Contact Name
Contact Phone
Contact Email

Secondary Contact Title
Secondary Contact Name
Secondary Contact Phone
Secondary Contact Email

What is the applicant's mission and vision and history? Please include the top three recent accomplishments.
(200 Words)

Executive Summary

Amount Requested

Provide a description of the grant request. Briefly also detail the arts and humanities activities and goals during the grant period:
(200 Words)

Have you received a grant from DCCAH within the past 5 years:

Has your address changed in the past 12 months:

Request Details

Project Discipline:

Artist Type:

Type of Activity:

Arts Education Population, if applicable:

Project Descriptors

Provide Title of Project:
(15 Words)

Is this a festival or city arts project?:

Project Begin Date: Project End Date:

What are the anticipated date(s) of the event?:

Have the appropriate site agreements been received and/or what is the plan for acquiring them?:
(100 Words)

Provide a timeline and/or schedule of planned activities related to the grant request:
(700 Words)

If applicable, provide past examples executing activities similar to this request. If not applicable, please describe why. Responses can include examples of the applicant fabricating, installing, managing, producing and/or presenting similar projects:
(500 Words)

Define how the project helps achieve the applicant's mission and/or furthers the applicant's goals:
(200 Words)

What personnel does the applicant use to implement the project? Of these, how many are DC-based?:
(200 Words)

Expected number of artists paid by this grant request (in whole or in part):

Impact & Engagement

Which ward(s) does the project impact?:

Expected number of individuals served by this request during the grant period:

Define and describe the DC target audience as related to the grant request. Why has the applicant chosen to serve this population?:
(500 Words)

How will the applicant market the project activities and services to specific audiences within the District of Columbia? Provide examples of the applicant's marketing activities:
(500 Words)

In what ways do the project activities meet the needs of the targeted DC population?:
(500 Words)

Specific to this grant request, what evaluation methods will be used to improve future activities and services?:
(500 Words)

How does the applicant engage in meaningful partnerships with complementary organizations to increase District residents' awareness of and involvement in the arts and humanities? If not applicable, explain why:

(500 Words)

Discuss the applicant's strategies to include people with disabilities 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 on the Americans with Disabilities Act, review the FY14 Guide to Grants.):

(200 Words)

Budget, Capacity & Sustainability

FY 2012 Budget:

Total Project Budget:

Project Income:

Project Expenses:

Provide a budget narrative. Explain and justify all items and amounts listed in the budget above with relevant detail and additional information. Example: Artistic Personnel = \$9,000 (5 artists @ \$300 stipend x 6 days). Include the sources of required matching funds, if applicable, and whether the funding is secured or pending.:

(500 Words)

Describe the applicant's current revenue strategy to sustain artistic programming over the course of FY2013 and to provide the cash match of grant funds if applicable:

(200 Words)

Describe how the applicant uses appropriate electronic financial monitoring systems to track expenditures related to this grant request? Is there anything specific about FY13 and FY14 that the panel should know about the applicant's finances?:

(200 Words)

Work Samples & Uploads

Describe the artistic content of the work sample and support materials. Applicants must detail how the work sample and support materials demonstrate the methods the applicant uses deliver a high level of artistic excellence while achieving stated goals. Provide a detailed description of why and how the artistic content is of the highest quality. Be sure to use terminology specific to the artistic discipline(s) that the applicant uses and demonstrates to constituents.

(500 Words)

Work Sample:

Support Material:

Resume(s) of Key Personnel:

Instruct the Advisory Review Panelists on where to look in the work sample and, if applicable, the support materials. Be specific:

(100 Words)

W-9:

IRS Letter of Determination:

DC Certificate of Incorporation:

Board of Directors:

Current Fiscal Year Budget:

Current Fiscal Year Balance Sheet:

CDP Report: