



DC COMMISSION ON  
THE ARTS & HUMANITIES

## DC HERITAGE GRANT PROGRAM

Applicants may submit **one** (1) DC Heritage Grant Program application per grant cycle

FY 2017

DC Heritage Grant Program (Organizations)

Deadline: February 26, 2016 at 4:00PM

**DC Heritage Grant Program (Organizations) Questions**

### **Work Samples & Uploads**

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

(400 Words)

(Required)

Work Sample:

(Required)

Up to 3 internally produced brochure(s), marketing materials, curricula as Support Material:

(Required)

Up to 3 externally provided reviews, letter(s) of support, social media feeds as Support Material:

(Required)

Resume(s) with addresses of key personnel (Artistic/Managing/Executive Directors, Arts Educators, etc.):

(Required)

List with addresses, roles and responsibilities of Board (President, Treasurer, etc.):

(Required)

2014 CDP/Data Arts "Data Complete" Funders Report:

(Required)

Current Budget:

(Required)

Profit and Loss Statement from most recently completed fiscal quarter:  
(Required)

Balance Sheet from most recently completed fiscal year:  
(Required)

## **Overview**

Group Name/Organization  
(10 Words)  
(Required)

Provide a brief description of the grant request:  
(15 Words)  
(Required)

Type of Support:  
(Indicate "General Operating Support")

Have you received an AEP, CAP and/or GIA grant from DCCA in the past 5 years?:  
(“No/Yes”)

Has your address changed in the past 12 months?:  
(“No/Yes”)

## **Request**

### **Organization Profile**

In which Ward is the Applicant Located?  
(Required)

Applicant Discipline:  
(Required)

Organization Founding Date:  
(Required)

What is the organization’s mission, vision and history? Please include the top three recent accomplishments.  
(300 Words)  
(Required)

## **Request Details**

Describe the role of risk and/or innovation in the organization's programs and/or operations. Indicate actions, instances or periods critical to the organization's growth and history that may be attributed to risk and/or innovation.

(300 Words)

(Required)

Organizations may request support for up to five (5) projects. No more than 50% of the total project costs of one and/or all projects listed may come from DCCAH, and if funded, organizations are expected to complete all projects as proposed regardless of the amount awarded.

(At least 1 project description required)

## **District Impact & Engagement**

Describe programs noting instances of engagement (i.e. inventive, curatorial and/or observational) and those that promote inclusion, diversity, equity or access. Demonstrate the organization's intentional efforts and commitment to ensuring parity in audiences, participants, staff and board.

(300 words)

(Required)

Specify strategies and frameworks employed to determine organizational impact through summative evaluation. Describe changes implemented to ensure the organization's continued growth as a result of internal evaluation processes and observance of external trends.

(300 Words)

(Required)

Provide examples of programs and/or initiatives that demonstrate an understanding of the unique nature of DC and show the organization's role in its discourse.

(300 words)

(Required)

## **Budget Narrative, Capacity & Sustainability**

Total FY15 Cash Expenses:

(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)

Please explain any large variance(s) reported on the CDP profile. Is there anything specific that the panel should know about the organization's finances?

(300 Words)

(Required)

Expected number of FTEs paid by this grant or in part:

(Required)

Expected number of FTEs paid by this grant or in part that reside in DC:

(Required)