

DC COMMISSION REARTS & HUMANITIES

FY24 East Arts Grant for Organizations

For applicants new to CAH,

Organization headquarters must be in NE or SE



<u>AGENDA</u>

- Review the mission of the DC Commission on the Arts and Humanities
- Review grant program goals, overview, eligibility, and mandatory requirements when drafting applications
- How to navigate the online grants portal
- Overview of the criteria for East Arts
- Recruitment of panelist
- Adjournment

MEANE GOVERNMENT OF THE DISTRICT OF COLUMBIA CMURIEL BOWSER, MAYOR The Mission of the DC Commission on the Arts and Humanities is to provide

- grants
- programs
- and educational activities

that encourage diverse artistic expressions and learning opportunities so that all District of Columbia residents and visitors can experience the rich culture of our city.





East Arts Program Goals

- Encourage the contributions of artists and humanities practitioners to the District.
- Highlight the professional accomplishments and creative excellence of artists and humanities professionals residing in the District;
- Provide support to participants who demonstrate exceptional creativity; and,
- Cultivate a city with a dynamic cultural sector and a large contingent of artists and humanities practitioners.

EA Overview

- Awards up to \$35,000 for Arts and Humanities organizations who significantly contribute to DC.
- EA is a project-based grant. Funds may be used for those expenses. There is no matching requirement.
- EA is open to all artistic disciplines with a headquarters in Northeast and/or Southeast. Established as well as emerging practitioners are encouraged to apply.



EA Eligibility Requirements

Applicants must:

- be incorporated as a nonprofit with a federally-designated tax exempt status under section 501(c)(3) of the United States Internal Revenue Service (IRS) code, as evidenced by an IRS determination letter that is dated at least one year prior to the application deadline date
- have an active Board of Directors
- Have a principal business office address that is located in the NE or SE quadrant of District of Columbia, subject to an on-site visit. (Note: CAH will not allow post office boxes or the addresses of board members or volunteers as evidence of the principal business address).
- Be in good standing with DCCAH;
- Identify as a BIPOC centered organization;

• Have a budget not exceeding \$500K as recently submitted by your 990



DC COMMISSION 船 ARTS & HUMANITIES 50th Anniversary

BIPOC – centered Organizations

Identify as a BIPOC-centered organization. This distinction includes at least one of the following criteria:

- At least 66% of staff identify as Black, Indigenous, and people of color (BIPOC).
- At least 51% of the board, steering committee, or other leadership body and volunteers in leadership positions identify as BIPOC.
- The executive director, highest paid staff, or equivalent, identify as a BIPOC individual.



EA Grandfather Provision

Applicants must:

- Must have received funding during FY22 and EA FY 23 cycles;
- Have a total cash expenses over \$500,000; or
- Organizations that do not identify as BIPOC- centered.

• The grandfather provision will only be provided for East Arts FY 2024 grant cycle,



- 1. Certificate of Clean Hands
- 2. Certificate of General Liability Insurance
- 3. Current Annual Organizational Budget
- 4. IRS Form W-9
- 5. IRS 501(c)(3) Letter of Determination.
- 6. IRS Form 990
- 7. Resumes of Key Personnel
- 8. Statement of Certification
- 9. Support Documents (2)
- 10. Work Samples: at least two (2)

1. Certificate of Clean Hands

- Apply on <u>My Tax DC.</u> (myTax.dc.gov)
- Dated within one week of your application submission

2. Certificate of General Liability Insurance

- CAH requires grantees maintain liability insurance of at least \$1,000,000 per occurrence
- The certificate should include a waiver of subrogation

3. Current Annual Organizational Budget

4. Signed IRS Form W-9

- Only the October 2018 version of the W9 form may be used
- Post office boxes are prohibited
- Address MUST match the address in the grants portal, the address on file in the DC Government's PASS system, and address registered in the DC Vendor Portal
- Must be dated at the time of application submission
- Must be signed with an ink or verified electronic signature



Name should match on all documents

Address must be in DC and match other documents; No PO Boxes

Applying as an ORGANIZATION -use the EIN

Signature must be manual or verified electronic with date/stamp

Date: within 30 days of applying

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- 5. IRS 501(c)(3) Letter of Determination
- 6. IRS Form 990
 - Most recently submitted Form 990

7. Resumes of Key Personnel

 may be substituted for a list of projects completed by the applicant within the last three (3) years.

8. Statement of Certification

- Available on the CAH website: <u>https://dcarts.dc.gov/page/grantee-resources-0</u>
- Must include the correct grant program name and fiscal year (FY24 RRFo)
- Address on this form must match other documents

	* * *
IMPORTANT!	
Include the CORRECT	GOVERNMENT OF THE DISTRICT OF COLUMBIA DC COMMISSION ON THE ARTS AND HUMANITIES STATEMENT OF CERTIFICATION
Grant Program name and fiscal year here	As the duly authorized officer of [NAME, a [501(c)3 NON-PROFIT ORGANIZATION or INDIVIDUAL] ("Applicant"), with an address of [ADDRESS, an applicant for Grant Program/RFA
"FY24 CAH-EA"	GRANT PROGRAM of the DC Commission on the Arts and Humanities ("DCCAH"), I hereby swear and attest as follows, under the penalty of perjury:
or	1) That the following individual(s) are authorized to negotiate with DCCAH on behalf of the Applicant:
"FY24 East Arts Fund Organizations"	Name: NAME Title: [TITLE Address: [ADDRESS] [ADDRESS] [ADDRESS]
	Phone: [PHONE] Email: [EMAIL] 2) Applicant has, and will continue to have if the Applicant is awarded the grant, adequate staff and resources to maintain adequate files and records and can and will meet all reporting requirements;

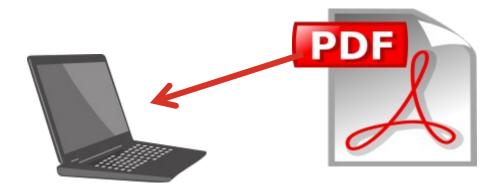
Available on the CAH website: <u>https://dcarts.dc.gov/page/grantee-resources-0</u>

9. Support Documents:

8. Work Samples (2)

- Provide at least two (2) work samples that demonstrate work currently being done by the applicant or work completed since October 1, 2021.
- No work sample may be more than 3 years old.
- See the Work Sample Addendum in the Guide to Grants at (<u>https://dcarts.dc.gov/node/1579326</u>) to determine what materials may best support the application.

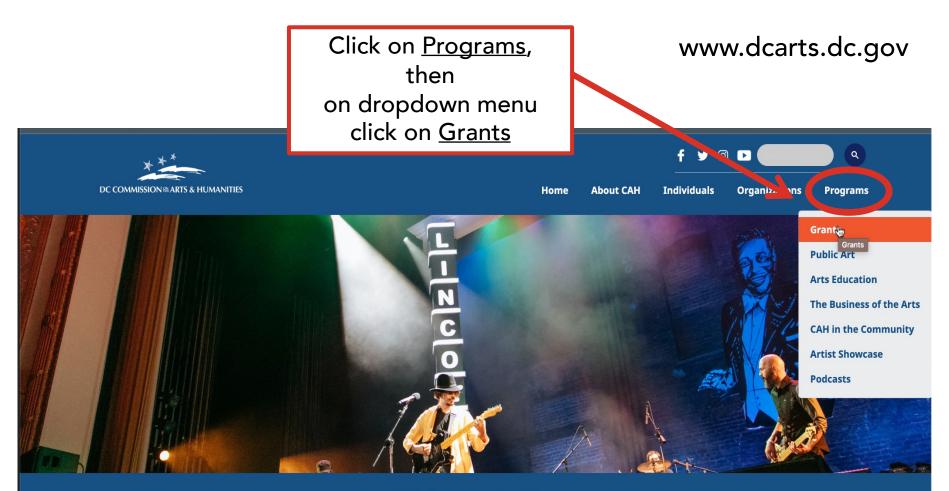
For best results save and upload grant application materials as PDF files



Using the CAH Grant Portal (Jungle Lasers)

CAH recommends using internet browser Google Chrome for the smoothest applicant experience





Welcome to the DC Commission on the Arts & Humanities

www.dcarts.dc.gov/service/cah-grants

RECOMMONNENT A HOUNDE		f ♥ © D © © © Similargues ♥ Hume About CM Individuals Organizations Programs
		1
	CAH Grants The DC Commission on the Arts and Humanities offers several funding programs for individuals and nonprofit organizations located in	
	the District of Columbia. Individuals are not required to provide matching funds. Organizations are only required to provide matching funds as indicated. Commission staff members conduct workshops at which participants learn about the Commission and the steps to submit a grant	
	application. During these workshops, staff and applicants discuss each grant making opportunity. <u>Workshop</u> dates, times and locations are subject to change.	
/	Current Funding Opportunities PT24Arta Bank Program BFA Desalline is 900 pm ET on Friday, June 30 PT24Arta Bank Program BFA Desalline is 900 pm ET on Friday, June 30 PT24Arta Bank Program BFA Desalline is 10 pm ET on Friday, July 14 PT24Arblicht Arbling Communities HA Desalline is 10 pm ET on Friday, July 14 PT24Arblicht Arbling Communities HA Desalline is 10 pm ET on Monday, July 17 PT24Arblicht Arbling Communities 10 pm ET on Friday, July 18 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 18 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 18 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling Communities 10 pm ET on Friday, July 28 PT24Arbling Lark Arbling ET on Friday, July 2	
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CAH Grants		
	veral funding programs for individuals and nonprofit organizations located in rovide matching funds. Organizations are only required to provide matching	
	participants learn about the Commission and the steps to submit a grant discuss each grant-making opportunity. <u>Workshop</u> dates, times and locations	
Current Funding Opportunities	1	
FY24 Art Bank Program RFA - Deadline is 9:00 pm ET o FY24 Arts and Humanities Education Program RFA -		
FY24 Field Trip Experiences RFA - Deadline is 10 pm E	T on Friday, July 14	Click here for the EA Grar
EV24 Public Art Building Communities RFA - Deadline EV24 East Arts RFA - Deadline in 10 pm ET on Tuesday,	July 18	➡ RFA
 FY24 Juried Exhibition Grant RFA - Deadline is 9 pm E 	T on Friday, July 28	

Link to the EA Grant Application:



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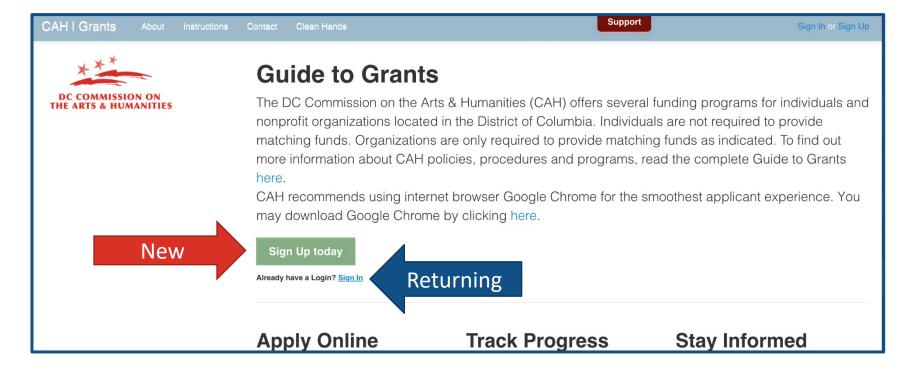
www.dcarts.dc.gov

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- Read More

DC Commission on the Arts and Humanities | Applicant Portal (jlweb.co)

CAH GRANT PORTAL



CAH GRANT PORTAL

***	Your A	Applicat	ions					
DC COMMISSION ON TEARTS & HUMANITIES	Note: You have	e already started an ap	pplication. If ye	ou would like to st	art a new application	n, please click here	New A	pplication
My Submitted Applications	Organization	5						
	Click on Organ	vization to view/edit rganization:						
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Artistic Content (40%)

- High standards of arts, humanities and/or educational excellence;
- Work samples and support materials (brochures, articles, letters of support, etc.)
- Personnel with demonstrated art experience (arts administrators, teaching artists & professional artists);
- Effective evaluation methods specific to the project; and
- Commitment to hiring DC-based artists.



Financial Capacity, Management and Sustainability (20%)

- Board of Directors expertise for oversight with well-rounded expertise;
- Ability and Internal Capacity to administer the grant;
- Ability to implement the project;
- Financial and Organizational Capacity realistic/accurate budget; and
- Ability to attract financial support



NE and/or SE Impact & Engagement (20%)

- Applicant targets audience(s) in NE and/or SE and provides support for their selection;
- The described arts and humanities activities meet the unique needs of target audience(s);
- Applicant partners with similar or complimentary organizations in NE and/or SE to leverage resources for the described activities;
- Applicant appropriate marketing methods are used to reach the target audience(s).



Inclusion, Diversity, Equity and Access (I.D.E.A.) (20%)

- The project content and confirmed project collaborators demonstrate that the experience will be culturally relevant and inclusive to a diverse audience;
- The project design demonstrates the commitment to engage all participants by ensuring equity and access;
- The applicant outlines how the project design will consider the evolving needs of the community it impacts, by ensuring the intended community is considered in the project design and implementation.



DCCAH is Recruiting for Panelists

to assist in reviewing grant applications.

Panelists are integral to the grantmaking process, providing a critical review, comments, and scores of all applications to a particular grant program.

CAH seeks panel diversity in all forms: age, race, gender, disabilities, sexual orientation, artistic discipline, location, etc.

There is a stipend paid for participation.

https://dcarts.dc.gov/page/be-review-panelist



The DC Commission on the Arts and Humanities (CAH) holds

Live Online Workshop Sessions

to assist with the completion of all grant program applications.

- <u>Thursday, June 15, 2023 2:00pm</u>
- <u>Tuesday, June 20, 2023 5:30pm</u>
- Thursday, June 29, 2023 10:30am
- <u>Thursday, July 6, 2023 12:00pm</u>

Information and links at <u>www.dcarts.dc.gov</u> https://dcarts.dc.gov/node/1115831 The DC Commission on the Arts and Humanities (CAH) holds

Live Online Chat Sessions

to assist with the completion of all grant program applications.

Every Friday from 2:00 pm - 3:00 pm ET starting Friday, June 16, 2024

- <u>Friday, June16, 2023</u>
- Friday, June 23, 2023
- Friday, June 30, 2023
- Friday, July 7, 2023
- Friday, July 14, 2023

Information and links at <u>www.dcarts.dc.gov</u>

https://dcarts.dc.gov/node/1115831

Khalid Randolph | Grants Programs Manager DC COMMISSION ON THE ARTS AND HUMANITIES 200 I (Eye) Street, SE, Suite 1400, Washington, DC 20003 Main: 202-724-5613 | Direct: 202-671-1323



DC COMMISSION ON THE ARTS & HUMANITIES



DC COMMISSION 船 ARTS & HUMANITIES 50th Anniversary

Questions?



DC COMMISSION ARTS & HUMANITIES 50th Anniversary