SCOTTSDALE ARTS SEEKS APPLICATIONS FOR PROJECT GRANTS OR GENERAL OPERATING SUPPORT FROM ORGANIZATIONS THAT PURSUE ARTS AND CULTURAL STRATEGIC INITIATIVES THAT SERVE THE RESIDENTS OF SCOTTSDALE.

The Community Arts Grant program is funded by the city of Scottsdale and administered and managed by Scottsdale Arts. The Community Arts Grant Program provides funding to Scottsdale-based arts and cultural organizations and to Valley arts organizations to foster community engagement, professionalism, and long-term growth in Scottsdale's arts community.

This document outlines the requirements for organizations to be eligible to apply for a grant. The application can be found at ScottsdaleArts.org/community-arts-grant-program.

The deadline for 2023–24 Community Arts Grant applications is **11:59 p.m. local time** on **Friday, July 7, 2023.**

Any questions regarding the application process can be directed to Angela Masker, Community Arts Grant administrator, at AngelaM@ScottsdaleArts.org.

Official notification of grant status (approved or declined) will be sent out by early September.

Grant funds are to be expended for activities occurring between September 1, 2023 and September 1, 2024. A final project or organizational report must be submitted to Scottsdale Arts within ninety (90) days of the project completion date or by September 30, 2024, whichever date is earlier. The post-project report must delineate expenditure of funds and describe the success and challenges of the project or, in the case of general operating support, for activities occurring between September 1, 2023 and June 30, 2024.

Whenever possible, organizations receiving a Scottsdale Arts grant are expected to acknowledge this support in programs, press releases, and advertisements with the following language:

> ***This program is made possible in part by a grant from Scottsdale Arts.***

ELIGIBILITY & PRIORITIES

Scottsdale Arts welcomes proposals addressing a broad range of initiatives and opportunities to serve the Scottsdale community:

❖ **Micro-Project** grant (up to $1,000) and **Project** grant (up to $10,000)

    o Applicants must be a 501(c)(3) non-profit arts or cultural organization

    o Awards will be considered for applications from Scottsdale-based and non-Scottsdale-based organizations that provide specific **programs and activities** for Scottsdale residents and visitors **within** Scottsdale.

    o Applicants must have a three-year history of programming prior to the application deadline.

❖ **General Operating Support** grant (up to $10,000)

    o Applicants must be a 501(c)(3) non-profit arts or cultural organization

    o Applicants must have a primary place of business located physically within the boundaries of the City of Scottsdale

    o Awards will be considered for organizations where 100% of the program is arts-related and clearly pursues strategic plan objectives that advance their long-term institutional vitality and/or program quality.

    o Applicants must have a three-year history of programming prior to the application deadline.

Scottsdale Arts <u>will not</u> consider requests for:

- Grants to individuals;

- Multi-year commitments;

- Building projects, construction, or renovation;

- Attendance at or travel to conferences, workshops or seminars;

- Tickets, tables or advertising for fundraising events;

- After-school programs run by school personnel.[1]

---

[1]Applications for projects in which outside artists are hired, whether for an in-school project or an after-school project, will be accepted and considered for funding. K-12 arts education projects that incorporate the Arizona Arts Standards will receive higher priority. For a copy of the Arizona Arts Standards, refer to http://www.azed.gov/standards-practices/art-standards/.

DATA ARTS (FORMERLY THE CULTURAL DATA PROJECT)

All Community Arts Grants applicants will be required to **submit their organization's fiscal information through DataArts.** DataArts, formerly the Cultural Data Project, was founded to bring the language and leverage of data to the business of culture. The Cultural Data Profile (CDP) is DataArts' flagship service, which thousands of cultural nonprofits use annually to report their financial and programmatic information. DataArts seeks to be a catalyst for data-informed decision-making.

The data you provide serves multiple purposes. With it, you can apply for grants, get a clear picture of your organization's progress, inform your decision-making, and make a stronger case to stakeholders. Enter data once and share it with multiple grant makers and service organizations. Additional features, include the ability to search for new grant opportunities, and use reports and data visualizations to make more informed decisions and tell your organization's story.

General operating support applicants will need to generate a report based on the organization's three (3) most recently completed fiscal years. **Project applicants** will need to generate a Funder Report based on the organization's last completed fiscal year. For assistance on how to generate your Funder Report through Data Arts click here. **Applicants are required to submit their Funder Reports as an attachment to their application. Scottsdale Arts will not have access to this information otherwise.** (Micro-project grant applicants are exempt from this requirement).
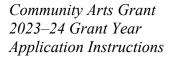
For more information about DataArts, and assistance with your Funder report, contact DataArts Support Center at 877-707-3282 or help@culturaldata.org. Additional resources: In-person and Online Workshops, Searchable Knowledgebase, Educational Video Library, Free Online Courses

PROJECT BUDGET (MICRO-PROJECT AND PROJECT GRANTS ONLY)

Project applicants must submit a **project budget form** which outlines the projected income and expenses for the length of the project. Budget should be balanced, realistic and relevant to the services provided by the project to the Scottsdale community. Additionally, a project budget narrative is required (as part of the project/micro-project grant application). The Project Budget form may be found on the Scottsdale Arts website: https://scottsdalearts.org/community-arts-grant-program/

FACILITIES USE FOR REHEARSALS/PERFORMANCES/EVENTS

Applicants who are soliciting funds for the purpose of renting space/venues to hold rehearsals, performances or events are strongly encouraged to apply to the Scottsdale Center for the Performing Arts' ("SCPA") Non-Profit Rental Support Program ("NPRSP"). The NPSRP provides qualifying organizations with a rental fee waiver, providing the organization the opportunity to utilize SCPA facilities for a reduced cost (other SCPA charges may apply). This policy is intended to provide a structure and process for providing rental fee support to community organizations, which is open, transparent, legal and equitable, and furthers the aims and objectives of Scottsdale Arts. For more information, please go online to **https://scottsdaleperformingarts.org/wp-content/uploads/2019/05/2019-2020-Nonprofit-Rental-Support-Program-Packet.pdf**

SCORING CRITERIA

MICRO- PROJECTS   *PROJECTS*
Up to $1,000   **Up to $10,000**

The scoring of applications is based the following categories:

IMPACT:
Impact of the project on the Scottsdale Community
- Project fulfills a particular cultural need in the Scottsdale community
- Project serves a diverse population of Scottsdale residents
- Proposal demonstrates collaborations with other organizations; project has shared ownership and responsibilities of all partners, including fiscal agents where appropriate
- Project shows a unique impact on the community

QUALITY:
Overall quality of the Project
- Qualifications, background and experience of the artists/consultants involved
- Effective use of the artists'/consultants' skills in the project
- How well the project's goals and activities support the mission of the applicant organization

CAPABILITY:
Applicant's ability to complete the project
- Applicant possesses the resources and expertise to administer the proposed project
- Applicant demonstrates how they have sustained throughout the pandemic and the challenges they now face.
- Applicant demonstrates success in managing previous, similar projects
- Proposal provides evidence of effective planning and sound evaluation methods

BUDGET:
Appropriateness of the project budget
- Project costs are appropriate to the services provided, budget is realistic for proposed project
- Budget is balanced and accurate with numbers provided for pre and post pandemic
- Evidence of funding for the project are listed (by applicant and/or other support)

<u>**SCORING CRITERIA**</u>

ORGANIZATION SUPPORT
Up to $10,000

The scoring of applications is based on the following categories:

IMPACT:
Impact of the organization on the Scottsdale Community
- Organization fulfills a particular cultural need in the Scottsdale community
- Organization shows strong collaborations with other partners/schools in the community; demonstrates shared ownership and responsibilities of all partners, including fiscal agents where appropriate
- Organization differentiates itself from those that are similar

QUALITY:
Overall quality of the organization
- Applicant clearly conveys the mission and vision of its organization
- Applicant demonstrates the manner in which the organization's goals and activities support the mission of the organization
- Qualifications, background and experience of the artists/consultants involved
- Effective use of the artists'/consultants' skills in the project

CAPABILITY:
Applicant's ability to carry out services that benefit Scottsdale
- Applicant provides a clear, strong strategic plan for its organization
- Organization demonstrates how they have sustained throughout the pandemic and the challenges they now face.
- Organization provides evidence of effective planning and evaluation methods
- Organization shows ability to continue in the face of major leadership/organizational changes

FINANCIAL STATUS:
Condition of the organization's finances
- Organization costs are appropriate and relevant to the services provided
- Financials are balanced and accurate
- Evidence of funding is listed (by applicant and/or other support)

APPLICATION CHECKLIST

Please use this list to ensure that all items have been reviewed and/or submitted in order to complete the application process:

☐   Completed Application

☐   Project budget form (for project and micro-grants ONLY).

☐   Current IRS letter identifying 501(c)3 status <u>or</u> evidence that the applicant is an agency/department of local government.

☐   Board of Directors/Trustees Roster for current fiscal year.

☐   Supplemental materials (letters of commitment from partner organizations, schools or promotional brochures, etc.)

☐   Signed MOU or letter of agreement between applicant organization and fiscal agent (if applicable), specifying the fiscal responsibilities of <u>both</u> parties.

☐   CDP Funder Report exported from http://www.culturaldata.org/ (micro-grant applicants will disregard)

** The above must be submitted via Submittable by **11:59 pm local time on Friday, July 7th, 2023** (Applications received after this time will not be considered)