Community Arts Grant FAQ

The Community Arts Grant Program provides funding to Scottsdale-based arts and culture organizations and Valley arts organizations to serve diverse community interests by supporting a variety of arts and culture programs and events and foster the long-term growth in Scottsdale's arts and culture organizations.

This document is intended to answer questions about the grant. Any other questions regarding the application process can be directed to Natalie Marsh, Director of Learning & Innovation, at nataliem@scottsdalearts.org.

The application can be found at https://scottsdalearts.org/community-arts-grant-program/.

Who is eligible for the grant?

Proposals addressing a broad range of initiatives and opportunities to serve the Scottsdale community are welcome to apply under two categories:

Project grant (up to $10,000)

- Applicants must be a 501(c)(3) non-profit arts or cultural organization that has visual, literary, performing arts, or cultural enhancement as a component of their mission.
- Awards will be considered for applications from organizations that are either based in Scottsdale or conduct programs within Scottsdale.
- Applicants must have a three-year history of programming prior to the application deadline.

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

- Applicants must be a 501(c)(3) non-profit arts or cultural organization that has visual, literary, performing arts, or cultural enhancement as a component of their mission.
- Applicants must have a primary business place **physically within** the boundaries of Scottsdale.

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

Scottsdale Arts will not 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 that are led by school personnel.

How much can be requested?

The maximum request for project and operating grants is $10,000.

Are matching funds required?

No, but applications with multiple forms of support are highly encouraged.

When should funds be used?

Grant funds must be expended between September 1 and July 31.

When do notifications go out?

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

Do you have a budget form?

Yes. Project applicants must submit a project budget form outlining the projected income and expenses for the project's length. Applicants must use the Project Budget form found here: https://scottsdalearts.org/community-arts-grant-program/. Please rename the budget "YEAR_Organization Name_CAG Project Budget".

General Operating grants must provide an organizational fiscal year budget.

Can I apply for rental waivers at the Scottsdale Center for the Performing Arts?

Yes. Applicants who are soliciting funds to rent space/venues to hold rehearsals, performances, or events at Scottsdale Arts are strongly encouraged to apply to the Non-Profit Rental Support Program (NPRSP). The NPSRP provides qualifying organizations with a rental fee waiver, providing the organization the opportunity to utilize facilities for

a reduced cost (other 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. Applicants are encouraged to state their intent to apply for the waivers within their application.

For more information, please go online to https://scottsdaleperformingarts.org/wp-content/uploads/2019/05/2019-2020-Nonprofit-Rental-Support-Program-Packet.pdf

How are applications scored?

The scoring of applications is based on the following categories:

Project Grants

QUALITY The project:

- Is high in quality.
- Leverages the qualifications, backgrounds, and experiences of the artists/consultants involved.
- Includes goals and activities that support the mission of the applicant organization.

IMPACT The project:

- Positively impacts the Scottsdale community.
- Fulfills a particular cultural need in the Scottsdale community.
- Serves a diverse population of Scottsdale residents.

CAPABILITY The applicant:

- Has the ability to complete the project.
- Possesses the resources and expertise to administer the proposed project.
- Has experience in managing previous or similar projects.
- Provides evidence of effective planning and sound evaluation methods.
- Demonstrates collaborations with other organizations; project has shared ownership and responsibilities of all partners, including fiscal agents, where appropriate.

BUDGET The budget:

- Is appropriate, balanced, and accurate.
- Is realistic for the proposed project.
- Lists evidence of funding for the project (by applicant and/or other support).

General Operating Grants

IMPACT:

- Impact of the organization on the Scottsdale community
- Organization fulfills a particular cultural need in the Scottsdale community.

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.
- Organization differentiates itself from those that are similar.

CAPABILITY:

- Applicant's ability to carry out services that benefit Scottsdale.
- Applicant provides a clear, strong strategic plan for its organization.
- Organization provides evidence of effective planning and evaluation methods.
- Organization shows strong collaborations with other partners/schools in the community; demonstrates shared ownership and responsibilities of all partners, including fiscal agents where appropriate.

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)

What other documents are required for the application?

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

- Completed application
- Project budget form (project grants only)
- Current IRS letter identifying 501(c)3 status or 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 both parties.

What is DataArts?

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 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. **Applicants are required to submit their Funder Reports as an attachment to their application. Scottsdale Arts will not have access to this information otherwise.**

For help with generating your report, contact DataArts Support Center at 877-707-3282 or help@culturaldata.org.

Is reporting required?

A final report must be submitted to Scottsdale Arts within ninety (90) days of the project completion date or by June, whichever date is earlier. The post-project report must delineate the expenditure of funds and describe the success and challenges of the project. It must also include a final budget report form. Both reporting and budget forms can be found at https://scottsdalearts.org/community-arts-grant-program/. A report is required to be eligible for future funding.

Is recognition required?

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, fully or in part, by a grant from Scottsdale Arts with funding provided by the City of Scottsdale.*

Please use both City of Scottsdale and Scottsdale Arts logos when appropriate.