

Fall 2015 Develop Grant Guidelines

Supporting Professional Development for Artists and Arts Organizations



**ARTS
COUNCIL
SANTA
CRUZ
COUNTY**

**GRANT\$ &
TECHNICAL
ASSISTANCE**

Deadline to apply September 9th (5pm)

Awards announced November 2015

Funding period: December 2015-December 2016

New applicant? Sign up for a grant orientation session [here](#). Or view the online orientation [here](#).

Questions? Contact: Crystal Birns
Grants & Technical Assistance Manager

crystal@artscouncilsc.org

831.475.9600 x 16

Our Mission

To promote, connect, and invest in the arts in order to stimulate creativity and vibrancy in Santa Cruz County.

Our Vision

We envision a more vibrant Santa Cruz County, where individual and collective artistic expression thrives and where the arts are a valued part of all aspects of our diverse culture, economy, educational systems, and everyday life.

Grant Program Objectives

To provide funding for artists and arts organizations in Santa Cruz County to:

- Support the creation and presentation of artistically excellent work
- Increase the success of artists and the sustainability of arts organizations
- Expand equitable access to the arts to the full diversity of residents and visitors
- Engage new audiences in the arts

Develop Grant Program Overview

Develop Grants support artists and arts organizations interested in improving their artistic skills or expanding their business and professional capacities. The program is open to all Santa Cruz County artists and arts organizations, including current grantees.

Example proposals:

- A pianist taking a technique class to help recover her playing ability after an injury
- A visual artist creating a website to promote his work
- An arts organization hiring a consultant to help develop a new marketing plan for its programs
- An installation artist creating a Kickstarter video to fund their next project

Eligibility Criteria

Grant Program staff determines the eligibility of the applicant based on the following criteria:

1. Applicant must be a Santa Cruz County resident;
2. Planned project must be completed within one year of grant award; and
3. Reporting requirements for previous Arts Council grants have been met.

Develop Grants Do Not Fund

- Arts programming or administrative activity
- Projects executed before grants are awarded
- Capital improvements, construction, or renovation projects
- Government departments, boards, or programs
- Research, foundations, debt retirement, fundraising or benefit events, refreshment, social services, political or religious advocacy, or for-profit organizations

Application Review Criteria

- Demonstrated commitment to the art form in the proposal
- Impact of proposed activity on applicant's artistic skills and/or professional capacity
- Completeness and clarity of application

Grants Review Process

Proposals are reviewed and scored the Grants Committee which makes funding recommendations to the Arts Council Board of Directors for approval.

Award

The maximum grant award is \$1,000. Grant awards are made twice a year, and grant payments are released upon receipt of the grant agreement.

Only one Develop Grant application may be submitted in a twelve-month period. If an application is denied, the Program Manager may give permission to resubmit the application under certain circumstances. If an applicant is awarded a Develop Grant for two successive years, she/he must skip a year before applying again.

Though the Arts Council has never been unable to fulfill these commitments, **grant awards are made contingent on the availability of funding** due to the possibility of unexpected changes with our funders.

Restrictions

Grants are provided for direct use by the awarded applicant. These funds are not transferable to other organizations or individuals. As much as possible, funded projects must be executed as described in the grant application. Please inform the Program Manager of any significant activity or schedule changes. **Unused funds or funds not used in accordance with the grant agreement must be returned to Arts Council Santa Cruz County.**

Grantee Responsibilities

- Recognize the Arts Council if applicable
- Submit a final report at the completion of the grant period
- Retain financial records for the funded project in the event that they are required for an audit

How to Apply

1. Register for and attend a grant orientation session
2. Register for the online application system
3. Login to the online application system
4. Select **Open Applications**, and click **Apply** next to **Develop Grants**

If you encounter problems or have questions, please contact Crystal Birns at crystal@artscouncilsc.org or 831.475.9600 x16.

Supplemental Materials

Only the following types of support materials will be considered:

Work samples serve as a key indication of the applicant's commitment to developing artistic excellence. High quality video is encouraged where possible. Audio, images, and writing samples are also accepted.

Resumes and bios show the experience and professionalism of the applicant and/or the consultant/teacher that the applicant would hire.

A flyer or brochure demonstrates current outreach strategies on which the applicant might hope to build.

A letter of support shows that an individual familiar with the artist or organization, and with some significant expertise, feels this project would be a worthwhile investment.

Financial statements (for organizations only, audited financials or a profit & loss statement and a balance sheet) demonstrate the fiscal health of your organization.

Limits: Out of respect for the time of our volunteer grants panelists, we limit the amount of supplemental material that you can submit.

- Work samples:
 - Two video/audio clips (3 minutes per clip maximum)
 - Ten images
 - Five pages of writing samples
- Two resumes
- Two pages of bios
- Two reviews or letters of support
- One brochure, program, or flyer

Public Records

Arts Council Santa Cruz County keeps information submitted as part of a grant application confidential unless disclosure is required by law.

Statement of Non-Discrimination

Arts Council Santa Cruz County is committed to providing services and making resources available to every resident of Santa Cruz County without regard to ethnicity, color, creed, religion, age, gender, gender identity and expression, sexual orientation, military status, marital status, political opinion, national origin, familial status, mental and physical disability, or source of income.