



## 2022 Arts Express Grant Application

**Online Submission Deadline: 5 pm Friday, June 17, 2022**

### Grant Program Overview

The goal of the San Benito County Arts Council's **Arts Express Grant Program** is to promote artistic and cultural engagement, accessibility, equity and diversity San Benito County. **Arts Express** provides funding support to local artists, art groups and art and cultural organizations through general operations and project-based grants. This year's funding will be divided into three categories:

- ❑ **General Operations Grants for Arts-based Nonprofit Organization** based in San Benito County (applicants may apply up to \$10,000)
- ❑ **Project-Based Grants for Individual Artist** with a primary residence in San Benito County, **Cultural Groups (not a 501©3 nonprofit), Non-arts Community-based Organization** who partners with an individual artist or arts provider or an **Arts-based For-Profit Business** (applicants may apply up to \$2,500)
- ❑ **Teacher Grants** for public school K-12 educators based in San Benito County (applicants may apply up to \$500)

### Background

In November 2021, the National Endowment for the Arts (NEA) announced American Rescue Plan (ARP) grants totaling \$20,200,000 to 66 local arts agencies for subgranting to help the arts and cultural sector recover from the pandemic. Local arts agencies will use this funding to distribute grants in their communities to eligible recipients to save jobs and to fund operations and facilities, health and safety supplies, and marketing and promotional efforts to encourage attendance and participation.

The San Benito County Arts Council was one of 66 local arts agencies nationwide and one of 7 in the state of California to be awarded NEA funds to subgrant locally. This funding will be used to allocate grants up to \$10,000 to support local arts organizations, to rebuild creative communities, to hire, retain, and increase compensation to artists and staff, and to cover basic facility rent and operating costs, with priority given to organizations led by and serving communities of color. NEA Subgranting funds will also be allocated to individual artists for project-based support with grants up to \$2,500.

An additional source of regranting funds will be used to support all other arts-based projects in San Benito County, including projects undertaken by cultural groups, arts-based businesses and other nonprofits. Applicants in these categories must fully describe their arts-based project (i.e. funds may not be used for general operations) and may apply for up to \$2,500.

Finally, an additional category for **Teacher Grants**, with requests up to \$500, may be used for class field trips to museums, performances and other cultural venues, for art supplies, curriculum, guest artists and other allowable expenditures.

*\*Funding will be prioritized for arts organizations (501©3 nonprofits with arts programs and services as their main mission and activities), individual artists and cultural groups (arts-based groups without 501©3 status) followed by arts-based for-profit businesses and non-arts community organizations.*

### **General Grant Program Guidelines**

- ❑ All applicants must be based in San Benito County. Proposed projects must be for the benefit of San Benito County residents with priority given to applicants and projects that are led by and serve communities of color.
- ❑ Project activities shall reflect artistic practices and traditions in the visual, performing and traditional arts, as well as demonstrate quality, originality and creativity through artistic production.
- ❑ Applicants must demonstrate how their designated art activities promote cultural equity and accessibility in San Benito County.
- ❑ Applicants must be in good standing with the Arts Council to be eligible for funding (i.e. previous grantees must be up to date on final grant reports)
- ❑ Grant awards are contingent upon the completion of a grant agreement.
- ❑ Grant recipients must attend a grantee orientation which will cover all reporting requirements.

### **NEA Grant Requirements for Individual Artists and Nonprofit Arts Organizations**

Individual artist applicants and nonprofit arts organization applicants must be able to comply with all federal funding requirements

- 1) Grantees must have a Unique Employer Identifier (UEI) that reflects the organization's legal name and current, physical address. You will need to submit your UEI to SBC Arts Council before you receive your grant funds. A UEI is easily requested through the System for Award Management (SAM.gov). SBC Arts Council staff will provide guidance in requesting your UEI.
- 2) Grantees must not be disbarred, suspended, or have any other exclusions or disqualifications from doing business with the federal government. This typically results from fraudulent activity. If this applies to your organization, **you will know**. But you will need to "certify" to SBC Arts Council you are not excluded or disqualified. You will do this through your grant agreement.
- 3) Grantees will be required to track all expenditures made under this award and retain all financial records and other supporting documents related to the award for a period of three years from the date you submit your final report.
- 4) Grantees must ensure that the funded project is implemented in full accordance with the US Constitution, Federal Law, and public policy requirements: including, but not limited to, those protecting free speech, religious liberty, public welfare, the environment, and prohibiting discrimination.

### **Online Grant Application Requirements**

Applicants must submit the following:

- ❑ APPLICANT GENERAL INFORMATION

- ❑ APPLICANT DESCRIPTION- Organization’s mission, history & key leadership or Individual Artist Statement
- ❑ GRANT NARRATIVE
  - **Organization OR Project description-** Please provide an overview of your organization/project, current programs, your proposed project activities, project timeline and where these activities will take place.
  - **Artists & Communities-** Who are the lead artists and how were they identified? Which community or communities will be served by this project? How do the artists, partners and participants foster greater cultural and racial equity? Please identify all lead artists, participants and project partners.
  - **Accessibility & Outreach-** Describe your efforts to further access and inclusion to your organization and/or programs? How are you working to actively engage a broad diversity of community into your programs/spaces? Please describe how the public accesses your space and programs.
  - **Impact-** How will grant funds ultimately impact your organization/project? Please include 3 proposed outcomes and how you will track these outcomes to measure success.
- ❑ ADDITIONAL SUPPORT MATERIALS- Grant applicants must submit the following support materials based on their submission category.

NONPROFIT ARTS ORGANIZATIONS	INDIVIDUAL ARTISTS	CULTURAL GROUPS, ARTS-BASED BUSINESSES, NON-ARTS NONPROFITS
<ul style="list-style-type: none"> <li>✓ Organizational budget</li> <li>✓ Profit &amp; Loss Statement (most recent FY)</li> <li>✓ Balance Sheet (YTD)</li> <li>✓ Board &amp; Staff Roster</li> <li>✓ Work Samples</li> </ul>	<ul style="list-style-type: none"> <li>✓ Project Budget</li> <li>✓ List of Project Partners</li> <li>✓ Work Samples</li> </ul>	<ul style="list-style-type: none"> <li>✓ Project Budget</li> <li>✓ Profit &amp; Loss Statement (most recent FY)</li> <li>✓ Balance Sheet (YTD)</li> <li>✓ Board &amp; Staff Roster</li> <li>✓ Work Samples</li> </ul>

*\*Work Samples- Please include 3 links to online work samples (i.e. online portfolios, videos of performances or workshops, website, social media pages)*

*\* Project Budget that shows 1) full cost of the project 2) how Arts Council funds will be used and 3) source and amount of any matching funds or “in-kind” donations. See example on page 4*

**Submission Deadline**

Application links can be found at <https://www.sanbenitoarts.org/arts-express-grants/>. **Applications must be submitted online by 5:00pm Friday, June 17, 2022.** A confirmation email will be sent within 48 hours of receipt of the grant application. Incomplete applications will not be considered.

For questions about the Arts Express Grant Program and how to apply, please contact Jennifer Laine at [info@sanbenitoarts.org](mailto:info@sanbenitoarts.org) or call 831.636.2787

Sample Budget for Grant Application

**Revenue**

SBC Arts Council- \$2,500

Other Grants- \$500

Ticket Sales- \$500

**TOTAL REVENUE= \$3,500**

**Expense**

Artist Fees- \$1,500

Supplies & Materials- \$1,000

Production Expense- \$500

Venue Rental- \$500

**TOTAL EXPENSE= \$3,500**