



## 2023 Arts Express Grant Application

**Online Submission Deadline: 5 pm Friday, September 29th, 2023**

### 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 two categories:

- ❑ **PROJECT BASED GRANTS** for **Nonprofit Arts Organizations** (501©3 tax exempt organizations); **Individual Artists** with a primary residence in San Benito County; **Cultural Groups** (not a 501©3 nonprofit), **Non-arts Community-based Organizations** who partner with an individual artist or arts provider or an **Arts-based For-Profit Business**. 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.
- ❑ **TEACHER GRANTS** for public school K-12 educators based in San Benito County. **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 underrepresented communities.
- ❑ 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.

## **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
  - **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.

| <b>INDIVIDUAL ARTISTS</b>  | <b>CULTURAL GROUPS, ARTS-BASED BUSINESSES,<br/>NON-ARTS NONPROFITS</b>  |
|--|---|
| <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 image file uploads OR online links to 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**

Applications must be **submitted online** by **5:00pm Friday, September 29th, 2023**. Application links can be found at <https://www.sanbenitoarts.org/grants-funding-opportunities/>. 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**