



## FY18 Arts Build Communities Grant Application

For projects occurring between January 1, 2018 – December 31, 2018  
Deadline: 5:00 pm, Monday October 2, 2017

**NEW: Applications must be submitted as a Fillable PDF  
by e-mail to [oregon.artscomm@oregon.gov](mailto:oregon.artscomm@oregon.gov)**

### *Applicant Information*

Applicant Organization							
Primary Contact: Name and Title							
Email				Phone			
Executive Director: Name							
Email				Phone			
Organization Address							
City			OR	Zip			County
Organization's Web Address:							
Federal Representative Number*			OR State Senate District Number*			OR State House District Number*	
Employer Identification Number (EIN)				DUNS Number**			
Applicant Status***			Applicant Institution***			Grantee Race/Ethnicity***	
Type of Activity***			Project Descriptor***			Discipline (number & letter)***	

\*Locate OR legislative rep go to: <https://www.oregonlegislature.gov/findyourlegislator/leg-districts.html>

\*\*Dun & Bradstreet Number [www.dnb.com](http://www.dnb.com)

\*\*\* Application Codes and Definitions online: [https://nasaa-arts.org/nasaa\\_research/fy-2016-fdr-coding-cheat-sheet/](https://nasaa-arts.org/nasaa_research/fy-2016-fdr-coding-cheat-sheet/)

### **Financial Overview**

Organization's Fiscal Year	Start		End	
Last FY Total Operating Budget				
Current FY Total Operating Budget				
Arts Build Communities Grant Request				

**Project Summary**

Provide a brief description of the proposed project and outcomes. Briefly describe how outcomes will be accomplished and specifically how Arts Commission funds will be used. Identify the intended community and audience to be served. [Please use no more than 500 characters] Use the following language: XYZ Organization requests, \$Amount.to support Project Name. Grant funds will be used to project purpose

**Project Quality (0- 20 points)** [Maximum 3500 characters]

What community problem issue or need is being addressed through this project?

How was the need for the project identified?

Who does it most directly affect?

How does it respond to the problem issue or need?

How does it serve the intended population or audience?

ABC project planning and implementation generally include the targeted audience in a community process. Describe how that audience is engaged in the planning and implementation.

Describe the project’s artistic quality or excellence

What are the qualifications and relevant experience of those involved in managing the project? (Community leaders, artists, etc.)

How will the project build relationships & connect the arts with community life?

Project Quality

Project Quality cont...

**Partners and Collaborators (0- 15 points)** [Maximum 2500 characters]

Describe the roles of up to three key project partners and collaborators in the planning and implementation of the project. Indicate if they are committed (have agreed to take part in the project, been part of planning and committed resources,) at the time of application.

1. Organization Name   
Contact   
E-mail   
phone   
Committed?   
What skills and/or resources does this partner bring to the project?  
  
What will this partner do to bring about the successful completion of the project?

2. Organization Name   
Contact   
E-mail   
phone   
Committed?   
What skills and/or resources does this partner bring to the project?  
  
What will this partner do to bring about the successful completion of the project?

3. Organization Name   
Contact   
E-mail   
phone   
Committed?   
What skills and/or resources does this partner bring to the project?  
  
What will this partner do to bring about the successful completion of the project?

**Project Outcomes and Community Impact (0- 30 points)** [Maximum 3000 characters]

Describe the project outcome(s) in detail. Include in this description the following:

- What issues and/or opportunities will this project address?
- What will change as a result of this project within the project period?

- Does the project anticipate long-term community impact or outcomes related to the identified condition? If so, what are the long-term changes and outcomes?
- What will be the impact of project outcome(s) on the community?
- Relevance of identified critical issues to the arts and broader community
- Milestones and key dates (Timeline including locations, people, dates, etc)
- Community and population reached and how and why they were selected
- How the arts will strengthen this community and the benefit to both (arts and community)

Outcomes & Impact

**Organizational Capacity (0- 15 points)** [Maximum 2500 characters]

- How does this project align with the mission and experience of the applicant organization?
- Describe the relevant management capacity and experience of the applicant organization.
- Describe the capacity and management of applicant organization in relation to managing this project.
- Provide a budget that is accurate, clear and adequate to the project scope (use budget template).

*(provide answer on next page)*

Org Capacity

**FY18 ABC Project Budget**

<b>Budget Category</b>	<b>Description or Source</b>	<b>Cash</b>	<b>InKind</b>
<i><b>EXPENSES</b></i>			
Personnel, Administrative			
Personnel, Artistic			
Contracted Artistic Fees/Services			
Accessibility Expenses			
Space Rental			
Travel			
Marketing			
Other Remaining Project Operating Expenses			
<b>A: TOTAL EXPENSES</b>			
<i><b>REVENUE</b></i>			
Admissions			
Contracted Services			
Corporate Support			
Foundation Support			
Committed (Y or N)?			
Committed (Y or N)?			
Other Private Support			
Committed (Y or N)?			
Committed (Y or N)?			
Other Government Support			
Applicant Cash			
Grant Amount Requested	Oregon Arts Commission		
<b>B: TOTAL REVENUE</b>	(must equal A above)		

**Access (0- 10 points)** [Maximum 1500 characters]

How does the project ensure broadly inclusive access to diverse populations including communities across ethnicity, age, gender, sexual orientation, people with varying disabilities, and socio-economic status?

Does the project planning define and target a particular underserved population or community, (such as residents of a housing authority or those affected by rural setting)? How will people within that group be ensured access to participate in the project?

Access

**Evaluation (0-10 points)** [Maximum 1500 characters]

What plans are in place to effectively measure the success, impact, and outcomes of the project?

Who will be responsible for implementing and reporting the evaluation?

Eval.

**Required supplemental materials:**

Please attach relevant materials. Do not mail hard copies.

- Certified board-approved financial statement or audit/review for most recently completed fiscal year.
- Brief artist resumes as necessary to support application (no more than two)
- If the ABC project proposal includes a public mural, provide local public art regulations, if any, and a letter of support from controlling authority.
- (Optional) You may also submit an attachment with links to material/documentation.

I hereby certify that all of the facts, figures, and representations made in this application, including all attachments, are true and correct to the best of my knowledge, and this application is made with the approval of my board of directors.

Name & Title of authorized

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Name of Organization

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Date

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