



Cultural Pathways

2015-2016 Grant Guidelines

Deadline: March 30, 2016 5:00 PM – (Online Submission)



The Mission of the California Arts Council, a state agency, is to advance California through the arts and creativity.

Learn more at www.arts.ca.gov

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California Arts Council



Purpose: The California Arts Council (CAC), a state agency, was established in January 1976 to encourage artistic awareness, participation, and expression; to help independent local groups develop their own arts programs; to promote employment of artists and those skilled in crafts in the public and private sector; to provide for exhibition of artworks in public buildings throughout California; and to enlist the aid of all state agencies in the task of ensuring the fullest expression of our artistic potential.

Governor of California

Edmund G. Brown Jr.

The Council: The appointed Council of the CAC consists of 11 members who serve staggered terms. The Governor appoints nine members, the assembly Speaker appoints one member, and the Senate President pro Tempore appoints one member. Council members serve without salary, elect their own officers, and meet throughout the state to encourage public attendance. This body sets policy and has final approval of CAC grants.

Arts Council Members

- Donn K. Harris,
Chair
- Susan Steinhauser,
Vice Chair
- Michael Alexander
- Phoebe Beasley
- Christopher Coppola
- Kathleen Gallegos
- Jaime Galli
- Nashormeh Lindo
- Louise McGuinness
- Steve Oliver
- Rosalind Wyman

Mission: To advance California through the arts and creativity.

Funding: The CAC is a state agency, funded from the state’s annual budget process and proceeds from the California Arts License Plate and the Keep Arts in Schools tax return voluntary contribution fund, supplemented by funds from the National Endowment for the Arts. Its grants are usually matched by foundations, individuals, earned income, government agencies, or other organizations.

Information Access: Due to the Public Records and Open Meeting Acts, applications and their attachments are not confidential and may be requested by the media and/or public. Observers may attend but may not participate in, or in any way interfere with, Council meetings. Meeting dates and locations are posted at www.arts.ca.gov. Each meeting provides a designated time for public comment, although comments may be time-limited.

Executive Staff

Director

Craig Watson

Grants Panels: Applications are evaluated by panels of experts, recognized in their respective fields, who rank applications according to program criteria. The CAC staff provides information but not recommendations to the panel. The Council reviews panel recommendations before making final funding decisions.

Deputy Director

vacant

Appeal Process: Appeals to CAC funding decisions must be submitted on an official Appeal Form, available from the CAC, and postmarked within 45 days of the decision. Appeals are granted only on the following grounds:

Programs Officer

Shelly Gilbride

1. Panel’s assessment was based on a misstatement of factual information as contained in the application such that it negatively influenced the panel’s recommendation; and/or
2. Incorrect processing of the required application material such that it negatively influenced the panel’s assessment of the applicant’s request for funding.

Address

1300 I Street, Suite 930
Sacramento, CA 95814

Note: Dissatisfaction with award denial or with award amount is not grounds for appeal.

(916) 322-6555
Toll Free (800) 201-6201
FAX: (916) 322-6575

Requirements: The CAC is mandated both by federal and state regulations to fund only organizations that have proof of nonprofit status under sec. 501(c)(3) of the Internal Revenue Code (Fiscal Receivers are eligible in some programs), or under sec. 23701d of the California Revenue and Taxations Code, or entities that are a unit of government; and that comply with the Civil Rights Acts of 1964, as amended; sec. 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Drug-Free Workplace Act of 1988; California Government Code secs. 11135-11139.5 (barring discrimination); the Fair Labor Standards Act, as defined by the Secretary of Labor in part 505 of title 29 of the Code of Federal Regulation; the Americans With Disabilities Act of 1990 (“ADA”); the Fair Employment and Housing Act; and the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Website: www.arts.ca.gov

Office Hours

8:00 a.m. - 5:00 p.m.
Monday through Friday

Ownership, Copyrights, Royalties, Credit: The CAC does not claim ownership, copyrights, royalties, or other claim to artwork produced as a result of a CAC grant. However, the CAC reserves the right to reproduce and use such material for official, noncommercial purpose, including but not limited to use on the CAC website, social media and print materials. In addition, the CAC requires documentation of grants activity, and appropriate credit for CAC partial support.

CULTURAL PATHWAYS

2015-2016 GRANT GUIDELINES

DEADLINE: March 30, 2016 5:00 PM

Apply at cac.culturegrants.org



Background

The Cultural Pathways (Pathways) program is a new pilot grant program rooted in the California Arts Council's (CAC) commitment to serving the needs of an increasingly demographically complex California, and the belief that a healthy arts ecosystem reflects contributions from all of California's diverse populations.

Intended Outcomes of Pathways:

- Authentic and creative voices of all of California's diverse communities will be nurtured.
- A greater diversity of artists, organizations and communities in the state will be supported.
- The infrastructure of small, new and emerging arts and cultural organizations and groups will be strengthened.
- Staff and artists will receive significant professional development necessary to make transformational growth within their organizations or groups.

Purpose

In this pilot year, Pathways is focused on small and emerging arts groups that are rooted in communities of color, recent immigrant and refugee communities, and tribal groups. The purpose of the Pathways program is to strengthen the capacity of small, new and emerging arts groups that serve and represent the diversity of California and to anchor the creative work of these groups in the cultural landscape of the state. The program is designed to support the cultural work that is developed within a community to authentically express, celebrate and cultivate the identity of that community.

Program Description

Successful applicants to Pathways will receive two years of general operating support in the amount of \$5,000 a year. To ensure that Pathways grantees have the tools to deepen their capacity, successful applicants will also receive Technical Assistance and Professional Development training to 1) strengthen their organizational infrastructure, and 2) provide direct learning opportunities for key administrative and artistic personnel. Technical assistance may take the form of convenings, webinars, learning communities, workshops etc. Intended to increase our reach into communities and organizations not currently supported by the California Arts Council, only organizations that are not current or recent grantees may apply.

Eligible Funding and Grant Amounts

The Council has allocated \$150,000 in grant funds to the Pathways program for FY 15-16. Grantees will receive \$5,000 a year for two years.

Second-year funding may differ from the first year award amount due to the level of funding available to the program. Continued funding into the second year is contingent upon successful completion of all first year grant requirements.

Matching Funds

Matching funds are not required for the first of the two-year cycle of this grant.

In the second year, matching funds at a level of 1:1 may be required. The required match may be from any public or private source, or any combination, thereof. In-kind donated services for which a market value can be determined may be used for up to 50% of the required match.

Applicant Eligibility

The Pathways program supports California-based arts groups rooted in communities of color, recent immigrant and refugee communities, and tribal groups.

Eligible applicant organizations:

Applicant organizations must be one of the following:

- Incorporated nonprofit arts organizations with 501(c)(3) status with an annual organizational budget of less than \$150,000 for each of the last two completed fiscal years prior to the time of application.
- Unincorporated organizations such as artist groups and artist-led collectives led by California-based artists and arts administrators may apply using a fiscal agent (see below).
- Non-arts nonprofit organizations such as community service organizations serving these communities and meeting all other eligibility requirements may apply with the following condition:
 - Must have a distinct arts programming budget of less than \$150,000 for each of the last two completed fiscal years prior to the time of application

All applicant organizations must:

- Have a history of consistent arts programming (e.g. producing, presenting or exhibiting) for a minimum of two years prior to the time of application
- Be available to participate in Technical Assistance and Professional Development components of the program
- Be accessible to the general public

Fiscal Agents:

- Fiscal agents must be California-based and have 501(c)(3) status. The fiscal agent must demonstrate consistent arts programming in California for a minimum of two years prior to the time of application, and have compatible organizational goals to the applicant organization. If a grant is awarded, the fiscal agent becomes the legal contractor, and must provide the fiscal and administrative services needed to complete the grant.

Ineligible applicants include:

- Current CAC grant recipients
- Organizations who have received CAC grant funding within the past three (3) years

Program Requirements

General operating support is intended to provide the flexibility for an organization or group to carry out their mission. Through the CAC application process, applicant organizations must:

- Describe how mission, activities, programs and/or services, staff and board are rooted in communities of color, recent immigrant and refugee communities, or tribal groups
- Provide a description of arts activities, programs and/or services
- Identify artistic and administrative personnel who will participate in Technical Assistance and Professional Development and peer-to-peer activities related to the program (minimum 40 hrs per year)

Successful applicants will be expected to:

- Participate in all program activities and contribute to the learning community of the grantee cohort
- Attend one regional convening per year (travel assistance provided)
- Complete a Final Report at the end of each grant period

Technical Assistance offered through the CAC may include remote training and support in the following areas:

- California Cultural Data Project (grantees will be expected to complete the CDP by the end of the second year)
- Online grants management support
- Grant evaluation and reporting
- Assistance based on identified needs within the cohort of grantees

Professional Development to be identified and selected by the grantee may include training and support in the following areas:

- Strategic planning and implementation
- Leadership and board development
- Nonprofit financial management
- Fund development strategies
- Marketing and outreach
- Data and systems management
- Arts Presenting
- Communicating the value of your work
- Program Evaluation
- Developing and maintaining partnerships
- Assistance based on identified needs within the cohort of grantees

Application Process

CAC Culture Grants is our online portal for the grant application and review process. CAC does not accept applications through any other means for this program. To apply, new applicants must sign up for a user account to access the CAC Culture Grants system, while returning applicants will log in with an existing user account.

Regardless of organizational type, all applicants are considered “Organizations” within the CAC Culture Grants system.

Detailed instructions and support can be found at www.arts.ca.gov and via the portal at <https://cac.culturegrants.org>.

Review Criteria

A peer review panel will evaluate applications based on the following criteria:

- *Equity and Impact:* Degree to which the organization nurtures authentic and creative voices from within their community. Extent that organization is rooted in, reflective of, and responsive to the target community benefiting from its work.
- *Readiness:* Experience and qualifications of key administrative personnel. Allocation of human and fiscal resources appropriate to the size of the organization, group or collective. Level of involvement, engagement, and support provided by staff, volunteers, and if applicable, advisory groups and board of directors. Ability to communicate programs and services effectively to constituents. Letter of support from a key stakeholder, partner or collaborator, affirming the organization’s capacity to serve the community.
- *Artistic merit:* Evidenced by artistic work and support materials, artistic personnel, and arts programming schedule of activities.
- *Documentation and Evaluation Plan:* Ability to demonstrate the relevance, impact and benefits of the organization’s programs and services. Should include both qualitative (storytelling) and quantitative information.

Peer Panel Evaluation and Ranking Process

A peer panel will review all applications and work samples in a multi-step process that involves assigning numerical ranks to an application. A 10-point ranking system will be implemented. Panelists’ ranks are averaged to obtain the final score.

10-Point Numerical Ranking System

10	Model	Meets all of the review criteria to the highest degree possible.
8-9	Excellent	Designates an applicant as a high priority for funding.

- 5-6-7 Good** Strongly meets the review criteria; however, some improvement or development is needed.
- 2-3-4 Developing** Has merit, but does not meet the criteria in a strong or solid way.
- 1 Ineligible** Inappropriate for CAC support.

California Arts Council Decision-making

The final authority for grant decisions is the appointed Council. Subsequent to receiving and reviewing the peer panel’s recommendations, the Council will take into consideration the panel’s recommendations and make final funding decisions at a public meeting.

What the CAC Does Not Fund

- Former grantee organizations not in compliance with CAC grant requirements (as stipulated in grant agreement)
- Non-arts organizations not involved in arts activities (as applicants)
- For-profit organizations (as applicants)
- Projects with fundraising purposes, including grant writing
- Other state or federal agencies
- Programs not accessible to the public
- Projects with religious or sectarian purposes
- Organizations or activities that are part of the curricula base of schools, colleges, or universities
- Indirect costs of schools, colleges, or universities
- Trust or endowment funds
- Purchase of equipment, land, buildings, or construction (capital outlay or expenditures)
- Out-of-state activities
- Hospitality or food costs
- Expenses incurred before the starting or after the ending date of the grant

Timeline

January, 2016	Application available
March 30, 2016 5:00 pm	Application deadline (online)
April, 2016	Funding decisions
May, 2016	Funding notifications
June 1, 2016 – May 31, 2017	Funded activity period

Grantee Requirements

- To better inform our elected representatives as to the value of the arts and the use of state funds, you will be expected to include--with your signed grant contract--copies of

signed letters sent to the Governor and your State Senate and Assembly representatives thanking them for this specific grant.

- Use CAC logos on all printed, electronic materials, and websites (programs, catalogs, postcards, posters, newsletters, leaflets, publications, etc.) that specifically reference this grant.
- Credit the CAC on all printed and electronic materials: *“This activity is funded in part by the California Arts Council, a state agency”*.
- When discussing programs supported by this grant, verbal credit must be given.
- A Final Report summarizing the accomplishments of this grant will be required at the end of the first year and second year grant periods.

Staff Assistance

CAC staff is available on a limited basis to offer guidance and clarification in preparing your proposal. We recommend that you contact staff well in advance of the deadline to ensure you can be accommodated. **Contact Jason Jong, Arts Program Specialist at jason.jong@arts.ca.gov or (916) 322-6338.**