

WASHINGTON STATE ARTS COMMISSION

GRANTS TO ORGANIZATIONS

FY21 GUIDELINES - GENERAL OPERATING SUPPORT

APPLICATION DEADLINE: MAY 18, 2020

The Washington State Arts Commission (ArtsWA) is accepting applications for General Operating Support funding. Eligible nonprofit arts organizations, arts groups, community service groups, Local Arts Agencies, may apply.

Program Goals and Eligibility

ArtsWA offers General Operating Support (GOS) to arts organizations whose primary programming is to present, perform, preserve, teach (in a community setting), cultivate proficiency, and/or facilitate knowledge sharing in the arts. GOS grants help cover an organization's regular operating expenses (with the exception of capital, equipment, and software expenditures) so that they may dedicate more time to services and programming that benefit the public. Non-profit and fiscally sponsored arts organizations with year-round arts programming are eligible to apply. Local Arts Agencies that are officially designated by local governments but have independent budgets (are **not** a line item in the designating government's budget) and have independent oversight (independent board, advisory committee, etc.) may apply for a GOS grant. Through this program, ArtsWA seeks to strengthen the capacity of arts organizations whose mission and programming expands arts participation, contributes to an equitable and accessible, arts, culture, and heritage landscape, and to bolster arts organization's participation in local and statewide creative economies. Requests up to \$5,000.

What are the Review Criteria?

Review Criteria are standards panelists use to score applications. Strong applications demonstrate strengths in:

Vibrancy (40 points)

- Contribution to community life through Arts, Culture and Heritage: ongoing programs and services; expansion, preservation, continuity, achievement, significance and/or value to a discipline or the field; resource development.
- Creative Economy and Livability – jobs (local & statewide), contribution to local economy; networking opportunities; work, live, or public space for creative output and/or public engagement; cross-field collaboration; economic and professional development for culture workers; development, expansion, preservation of arts, culture, or heritage traditions and practices; promotion of careers in the arts; job readiness and workforce development; skill-building curriculums.
- Community – local and/or statewide participation by the public, volunteer opportunities, strategic collaboration with stakeholders and partners; outreach; development; accessibility for communities living with disabilities; networking opportunities; cultural/community displacement mitigation; cultural anchor; economic impact; social impact; opportunities for dialogue; ease of access (transit); youth and senior programs; meaningful learning opportunities for pre-K and K-12 learners that incorporate all or some of the “4cs” (communication, collaboration, critical thinking, and creativity).

Operations (30 points)

- Governance – organizational structure that includes an oversight board and staff with essential job duties and titles
- Finance – diversity of funding sources; operating budget is sensible; includes 1:1 match; request is 50% or less of the average of the past two years of cash income actuals.
- Planning – strategic goals and objectives; financial and programmatic planning, and sustainability.
- History – documents two-year history of producing arts programming events, projects, programs in the arts, culture or heritage; dedication to artistic discipline and/or preservation of cultural tradition; consistent value.
- Capacity – application narrative reflects capacity (internal or contracted) to deliver programming and services.
- Evaluation – articulates clear plan to evaluate programs and services; includes three distinct measurables.

Welcome (Diversity, Equity, and Inclusion) (30 points)

- Programs and Services – articulates participation of underserved populations as leads, presenters, participants, and audience; has a calculated geographic and demographic scope to reach underserved populations.
- Strategic Planning – articulates organizational goals, strategies, and achievements in diversity, equity, and inclusion.
- Outreach Plan – articulates reach to veterans and active service members and their families; youth; access for persons with disabilities; people with low-incomes; populations representative of cultures experiencing the most significant social inequities.

How do we select grant recipients?

A panel of community arts professionals, ArtsWA commissioners, and staff review your application alongside other applications in the same category. Using criteria to score your application, the panel recommends high scoring applications for funding. ArtsWA's Board of Commissioners ratify all funding recommendations. Along with review criteria, panelists consider ArtsWA's Strategic Plan [Crosscutting Objective](#) when rating applications.

Eligibility Requirements, Policies, and Procedures

- current state corporate nonprofit status **and**
- current federal tax-exempt status under Section 501(c)(3) of the Internal Revenue Code
- **or** be fiscally sponsored by a nonprofit that includes “arts, culture, and/or heritage” in their mission statement and have current state and federal nonprofit status
- a minimum two years in continuous operation as a non-profit or under fiscal sponsorship
- a minimum two-year history of ongoing arts services (minimum of two public events annually)
- a minimum of one staff that works 20 or more paid or documented in-kind (in your budget) hours per month
- a board-approved annual year-end operating budget that reflects budget and actuals for income and program expenses
- a board of directors
- Local Arts Agencies designated by local governments but with independent budgets (not a line item in the designating government's budget) and independent oversight (independent board, advisory committee, etc.) may apply.

Grants require 1:1 matching funds. Your operating budget must show income from other sources or your own reserves that are equal to your funding request. Organizations with operating budgets \$200,000 or less may apply up to 70% of in-kind staff administrative expenses (directors, art directors, teaching staff, etc.) to your match. In-kind must be reflected in your operating budget as a documented expense.

Funding requests cannot exceed 50% of the average of your last two years total cash income (actuals). Your previous two years' budgets, showing budget and **actuals** for income and program expenses, are required. Fiscally sponsored groups, use your own averaged income for request amount (not your fiscal sponsor's) and include program expenses for your organization. Small organizations may add up to \$1,000 to their ask above the 50% maximum. For details see Financial Requirements tab.

All ArtsWA grants are contingent on available state and federal funds. This program accepts one application per organization.

Applicants must provide a DUNS (Data Universal Numbering System) to meet federal reporting requirements.

[What we fund and don't fund.](#)

Let us know as soon as possible of significant changes to programs, services, or outreach (changes to dates, venues, participants, goals, etc.) to assure that contract requirements are being met.

A Final Report is required by the date in your contract. If you do not submit a Final Report by the deadline you will receive a ten percent reduction in funding on a subsequent grant. [More on Final Reports.](#)

The Washington State Arts Commission complies with all local, state and federal laws and regulations concerning civil and human rights. For more information regarding Washington State Arts Commission's policies on Accessibility, Diversity, and Nondiscrimination, [click here.](#)

Applications accepted through [ZoomGrants](#) until 5:00 p.m. on the deadline date. Visit the Grants to Organizations page on our [website](#) to access application links. Login to ZoomGrants using your existing account if you have applied to ANY ArtsWA programs using the ZoomGrants system. Create a new account if you have never applied to us before through ZoomGrants. If you have technical questions using the system, contact Questions@ZoomGrants.com or [866-323-5404 x2](tel:866-323-5404).

Transparency

Let us know if individuals involved with your organization have an affiliation with the Washington State Arts Commission. Individuals that are ArtsWA staff, commissioners, consultants, contractors, current grant panelists, or the immediate family members, etc. This is for transparency; the panel will review your application without bias. [Full Conflict of Interest policy.](#)

About ArtsWA

ArtsWA is the [Washington State Arts Commission](#). The Washington State Legislature and the National Endowment for the Arts fund our programs. Grants are contingent on available state and federal funding.

Contact Us

Miguel Guillén, Grants to Organizations Program Manager, at 360-586-0424 or miguel.guillen@arts.wa.gov
Hannah Dahlke, Program Assistant, at 360-586-0026 or hannah.dahlke@arts.wa.gov