



# ARTS IN THE COMMUNITY GRANTS 2019



## Due

Wednesday, January 31, 2019 by 5:00pm

## Information

Arts Council of Kern  
2015 Grants Committee  
1330 Truxtun Ave., Suite B  
Bakersfield, CA 93301

### ARTS IN THE COMMUNITY GRANT 2019 GUIDELINES

*PROJECT GRANTS ARE AVAILABLE FROM THE ARTS COUNCIL OF KERN FOR AMOUNTS UP TO \$1,500*



### **Eligibility**

1. Grants are open to established nonprofit organizations, arts organizations, or other organizations involved in arts related activities.
2. Applicants must reside or operate in Kern County.
3. Grants are required to be matched 1:1. Grant requests should not exceed more than 50% of the cost of a project. Applicants must contribute a matching portion of the total project cost either in cash, in-kind volunteer time, services or materials. Clearly state the match in the request.
4. Project outcomes should show clearly how the grantee will contribute to arts access, advocacy or arts education for Kern County residents or visitors.
5. Organizations and/or individuals are required to become members of the Arts Council of Kern at the time of application.

### **Criteria Used in Awarding Grants**

1. Artistic Quality
  - a. Does the project promote the development of artistic standards or enhance greater arts awareness and understanding in and for the community?
2. Artistic and Management Capabilities
  - a. Does the organization have the artistic, fiscal, marketing and management capabilities to successfully carry out the project?
  - b. Does the organization have a plan to build audience participation?
3. Preference will be given to innovative arts programming, especially in under-served and under-funded areas of the County.
4. Meets Eligibility

#### PLEASE NOTE:

(1) PRIORITY WILL BE GIVEN TO THOSE ORGANIZATIONS THAT HAVE NOT RECEIVED FUNDING IN THE PAST THREE YEARS AND NON- PROFIT ARTS ORGANIZATIONS. (2) WE NO LONGER FUND ARTS ORGANIZATIONS THAT RECEIVE COUNTY FUNDING, UNLESS A COLLABORATION IS ESTABLISHED WITH ANOTHER ORGANIZATION THAT IS NOT COUNTY FUNDED.

### **Obligations**

Once awarded, you will receive a contract with your notification of a grant. The contractual agreement must be signed and returned to the Arts Council office. The grant recipient will then receive 90% of the awarded sum. The remaining 10% of the money will be sent with the completion of a final report that includes:



Arts Council of Kern  
1330 Truxtun Ave., Suite B  
Bakersfield, CA 93301  
Phone: (661) 324-9000  
Fax: (661) 324-1136

1. Submission of copies of all printed materials and publicity. Any publication and/or printed materials for funded events must carry the following quote: "The "name of your event" is supported by an Arts in the Community Grant from the Arts Council of Kern."
2. Bills or receipts and/or cancelled checks for the expenditures requested in the grant request. Submit a break down of staffing or artistic costs.
3. A brief summary (1 page) of the event including attendance, if applicable.
4. A brief evaluation of the effect on the community by the project.

### **Application Assembly**

Please assemble your grant in the following order:

1. Grant Application Compliance Assurance Form – Must be completed in full.
2. Please describe your organization, its mission, history and projects that have been completed. (20 points maximum)
3. Project Description – Project title, dates/times, number and names of artists. (20 points)
4. Goals and Objectives of Project – Please list the goals of the project. How will the receipt of this grant assist you in meeting your organizational goals? (20 points)
5. Community Engagement – Describe the audience and/or participants to be served by this project. Include geography, demographics (income level, age, special or minority populations, etc.) What are the anticipated numbers to be served by this project (including participants and audience)? Do you intend to use volunteers? And if so, how? (10 points)
6. Publicity/Promotion- Describe the methods you intend to use to promote the project, including publicity, educational materials, etc. Please include examples of publicity and program materials from previous projects. (10 points)
7. Itemized Project Budget – Must include the following:
  - A. Breakdown of all costs
  - B. Proposed total cost
  - C. Matching funds
  - D. Other contributions
  - E. In-kind services
  - F. Amount Requested from the Arts Council of Kern
  - G. FOOD COSTS ARE NOT COVERED. (20 points)



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**Additional Attachments**

8. Attach Financial Statements – Attach copies of organizational budgets for current and most recently completed fiscal year.
9. Attach Work Samples – Please provide work samples of the artists to be involved or the organization's programming. A work sample may be on CD's, DVD's, or in printed form.

Mail 6 copies of the assembled grant application to:

Arts Council of Kern  
2017 Grants Committee  
1330 Truxtun Ave., Suite B  
Bakersfield, CA 93301

**GRANTS MUST BE RECEIVED OR POSTMARKED BY  
January 31, 2019 by 5:00 PM**

**Grantees will be notified by letter by Sunday, March 10, 2019.  
For questions please email David Gordon at [david.gordon@kernarts.org](mailto:david.gordon@kernarts.org)**



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**SAMPLE BUDGET FORM**

Category	Total Project Budget	Grant Request	Matching Funds	Notes
<b>Income</b>				
A. Contributions				
Individual				
Business/ Corp.			1,000	Target Corporation
Foundation				
Fundraising (gross)				
Government				
Arts Council Grant request		1,000		
B. Earned				
Admissions/Entry Fee				
Sales/Commissions				
Other				
<b>Total Income</b>		1,000	1,000	
<b>Expenses</b>				
A. Personnel				
Artistic		500		
Administrative				
Program				
Technical			500	
Other				
B. Operating Expenses				
Facility Rental			250	
Supplies				
Promotion/Publicity		500		
Printing			250	
Contractual Services				
Utilities				
Fundraising Expenses				
Legal Services				
Insurance (if needed)				
Other				
<b>Total Expenses</b>		1,000	1,000	
<b>Total Surplus/Loss</b>		0	0	



This organization is funded in part by the California Arts Council, a state agency, and the National Endowment of the Arts, a federal agency.  
<http://www.cac.ca.gov> • <http://www.nea.gov>





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PLEASE USE THIS SHEET AS THE COVER PAGE TO YOUR GRANT APPLICATION

## 2018 ARTS COUNCIL OF KERN ARTS IN THE COMMUNITY GRANT APPLICATION COMPLIANCE ASSURANCE FORM

Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Project \_\_\_\_\_

ACK Member  Yes  No (visit [www.kernarts.org](http://www.kernarts.org))

Amount Requested \_\_\_\_\_ (\$1,500 maximum) Tax Id# \_\_\_\_\_

Project Director \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Business) \_\_\_\_\_ Residence/cell \_\_\_\_\_

Additional Contact:

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Email \_\_\_\_\_

Supervisor District# \_\_\_\_\_ (Based on mailing address)

\* \* \* \* \*

\_\_\_\_\_ (Name of Organization)

assures the granting agent, The Arts Council of Kern, that they will comply with all obligations set forth in the Grant Application Guidelines. Further let it be understood that the following statement must appear on any written material program or promotions material: The "name of your event" is supported by an Arts in the Community Grant from the Arts Council of Kern. Copies of these materials must be supplied.

\_\_\_\_\_  
 Signed (person responsible for application) Title Date



This organization is funded in part by the California Arts Council, a state agency, and the National Endowment of the Arts, a federal agency.  
<http://www.cac.ca.gov> • <http://www.nea.gov>

