



2018 Grant Opportunities for **COMMUNITY ENGAGEMENT PROJECTS**

Applications available for:
**Individual Artists | Artist Collectives |
Bronx-based Organizations**

ARTIST FOR COMMUNITY

Deadline: Friday, October 13, 2017 @ 11:59 PM

ARTS FUND

Deadline: Friday, October 27, 2017 @ 11:59 PM

COMMUNITY ARTS GRANT

Deadline: Friday, November 17, 2017 @ 11:59 PM

BCA grants are made possible through the generous support of the Greater New York Arts Development Fund of the New York City Department of Cultural Affairs (DCLA) in partnership with the New York City Council; and the Decentralization Program of the New York State Council on the Arts (NYSCA) with the support of Governor Andrew Cuomo and the New York State Legislature.



Questions?

Bryan E. Glover, Grants Director
bryan@bronxarts.org | 718-931-9500 ex.22

Applicant Guidelines

The guidelines below apply to Artist For Community, Arts Fund and Community Arts Grant.

For full guidelines and application tools, visit each grants page listed below

BASIC ELIGIBILITY FOR BCA GRANTS:

- All applicants must be residents of Bronx County. Proof of residency is required.
- Applicant organizations must be based in the Bronx with a Bronx address.
- Applicant organizations must have existed for at least one year and must show proof of non-profit status.
- Applicant organizations must have an active board.
- Organizations applying to Arts Fund must be a 501c3 and have an organizational budget less than \$100,000.

APPLICANTS ARE NOT ELIGIBLE FOR BCA GRANTS IF:

- Received BCA grant in a previous year, but failed to submit a Final Report.
- Are under the age of 18 or a full-time student in a higher education program.
- Work or have a studio space in the Bronx, but live outside of the Bronx.
- Received funding from NYSCA or DCLA funds in the same fiscal year.
- Are a New York City public school district, New York City or State, agency or department, and/or public college or university.

Funds for Community Engagement Projects:

Arts Fund : \$1,000 to \$5,000

Community Arts Grant: \$1,000 to \$5,000

Funds for Artist Commissions:

Artists for Community : \$2,500

FOR FULL GUIDELINES:

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Funding for Community Projects and Artist Commissions

Artist For Community | Arts Fund | Community Arts Grant

- All funded projects must take place in the Bronx between January 1, 2018 and December 31, 2018.
- Funded projects must be open and accessible to the Bronx population.

FUNDING CANNOT BE PROVIDED FOR:

- Operating Expenses of privately owned facilities, such as homes and studios.
- Activities intended only for an organization's membership and that are not open to the public.
- Arts-in-Education programs/residencies that take place in a school during the school day and have no public component.
- Scholarships/fellowships, student stipends, regranting programs, or travel expenses outside NYC.
- Major equipment purchases, property or mortgage payments, or capital improvements such as building construction or renovation.
- Major expenditures for the establishment of a new organization.
- Cash prizes, juried shows, fellowships, scholarships or other awards or stipends to students.
- Administrative costs unrelated to the proposed project.
- Entertainment costs such as theater parties, food and drinks, receptions and fundraisers.

ARTISTS FOR COMMUNITY (AFC)

Awards (4) Individual Artists \$2,500 each

Supported by the New York State Council on the Arts Decentralization Program

Bronx-based individual artists are invited to apply for commissioning support in the amount of \$2,500 for the creation of a new work in a community setting.

An essential element of this funding is the inclusion of community involvement in the development and creative process of the artists' project. The project must encompass a segment of the community through some form of feedback, response, interaction and/or social practice. Some examples of this type of interaction are interviews with a segment of the community, creation of parallel work by a community group, or stories and anecdotes collected from a community group that relate to the concept or content of the project. Projects that limit public participation to performances or exhibitions after the work has been executed are not eligible.

This regrant opportunity is designed to increase support for local artist-initiated activity and to highlight the role of artists as important members of the community. These grants are intended to support creative artists interested in working within a community setting.

Disciplines: dance; film/video/media; folk arts; interdisciplinary arts; literary arts; multi-disciplinary projects; music/opera; theater/drama/musical theater; visual arts/crafts

ELIGIBILITY RESTRICTIONS:

Applicants must be able to provide proof of one of the following forms of Bronx residency :

- Driver's license (address on the driver's license must be same as address provided in application)
- Utility bill (e.g., electricity, cable, gas, etc., address must be same as address provided in application)

Proposals should include: appropriate work samples; a clear, realistic timeline that demonstrates the ability to complete the project within the calendar year 2018; engagement of experienced and appropriate personnel; and plans to promote the project. BCA strongly supports payment of artist fees.

Applicants may submit one AFC application per year. This may be in addition to an Arts Fund, BRIO, and Community Arts Grant (CAG) application.

Eligible applicants applying to AFC and CAG **CANNOT** exceed a combined request total of \$5,000

Eligible applicants **CANNOT** apply to AFC and CAG for the same project.

This is a highly competitive process for Bronx artists of all disciplines. Preference will be given to innovative projects that address the concept of community. Competitive proposals will identify the community you plan to work with and the methods you will use to reach and include them.

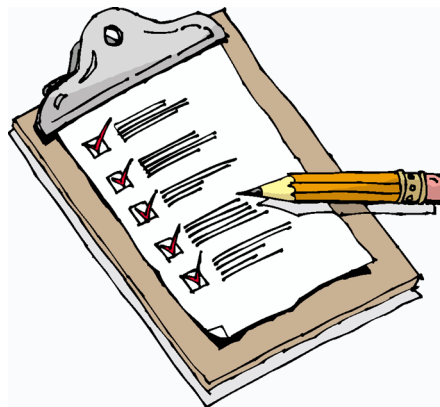
Proposal Materials: **Artist for Community (AFC)**

Applications available online at bronxarts.org/afcg.asp starting **Saturday, July 1st**

REQUIRED BASICS:

Applicants must submit the following in order to be considered for funding:

- **1 copy of proof of applicant's Bronx residency** in one of the following forms:
 - NYS-issued driver's license or ID Card
 - Utility Bill



SUPPORTING DOCUMENTS:

Applicants are strongly encouraged to submit 1 copy of the following that are applicable:

- **Press Kit**, or set of publicity materials from past projects, i.e., recent press release; brochures/postcards/identity pieces; clear photo documentation of previous work; quotes from past reviews, testimonials, etc.
- **Resume** or **CV** from the applying individual artist.
- **Venue Commitment Letter**, letter of interest from a potential venue, or printed email of interest or confirmation. Artists planning to partner with a specific organization may also include a letter of support or commitment from the project partner.
- **Work Samples**: based on the project discipline, applicants are highly encouraged to upload work samples including: digital images, pictures of printed images and illustrations, videos, mp3s, manuscripts, literary magazines, etc.

ARTS FUND

Grants Range: \$1,000 - \$5,000

Supported by the New York City Department of Cultural Affairs Greater New York Arts Development Fund

Bronx-based professional and pre-professional artists, artist collectives and Bronx-based 501c3 arts organizations with an organizational budget below \$100,000 are invited to apply for grants of up to \$5,000 for high-quality arts projects that contribute to the cultural life of the borough. In 2017, Arts Fund distributed \$102,000 to 23 artists and organizations.

The Arts Fund aims to develop Bronx artists and small arts organizations through its support of high-quality arts projects that engage Bronx audiences in a diverse array of artistic works in all disciplines, genres and styles. Bronx-based 501c3 organizations with organizational budgets below \$100,000 and individual artists living in the Bronx may apply directly to this program.

Disciplines: dance; film/video/media; folk arts; interdisciplinary arts; literary arts; multi-disciplinary projects; music/opera; theater/drama/musical theater; visual arts/crafts.

ELIGIBILITY RESTRICTIONS:

- Arts Fund applicants must reside in the Bronx, and apply as either an individual or 501c3 nonprofit arts organization with an organizational budget less than \$100,000.
- Individual Bronx residents and artist collectives* do **not need** a fiscal sponsor of any sort; they may apply directly to this program.

*One lead artist or administrator with Bronx residency must act as BCA's primary contact throughout the grant process and accept the award, if funded.

- Applicants who prefer to apply through a fiscal sponsor may do so. Fiscal sponsors must have IRS 501c3 nonprofit status and be incorporated within the five boroughs of New York City
- Organizations that are receiving direct funding from the New York City Department of Cultural Affairs (DCLA) in fiscal year 2018 **CANNOT** apply for this program, but **CAN** serve as fiscal sponsors, provided the proposed project is NOT in collaboration with the fiscal sponsor.

Proposals should include: appropriate work samples; a clear, realistic timeline that demonstrates the ability to complete the project within the calendar year 2018; engagement of experienced and appropriate personnel; and plans to promote the project. BCA strongly supports payment of artist fees.

Applicants may submit one Arts Fund application per year. This may be in addition to a Community Arts Grant (CAG) and Artist for Community (AFC) application., if applicable.

Eligible Applicants **CAN** apply to Arts Fund and BRIO, but **MUST** choose only **ONE** if awarded both. An artist may **NOT** accept money from Arts Fund and BRIO because both grants are funded through the same source.

Eligible applicants **CAN** apply to Arts Fund and CAG for the same project.

Eligible applicants **CAN** apply to Arts Fund and AFC for the same project.

This is a highly competitive process for Bronx artists of all disciplines. Preference will be given to innovative projects that address the concept of community. Competitive proposals will identify the community you plan to work with and the methods you will use to reach and include them. Projects that are intended to be experienced solely through or by the Internet will not be considered.

Proposal Materials: **Arts Fund**

Applications available online at www.Bronxarts.org/artsfund starting **Saturday, July 1st**

REQUIRED BASICS For Organizations:

Applicants must upload the following in order to be considered for funding:

- **Proof of Nonprofit Status** with a Bronx address in one of the following forms:
 - Letter of Determination from the IRS indicating tax exempt status under section 501(c)(3).
 - Documentation of charter by the New York State Board of Regents under section 216 of the New York State Education Law.
 - Documentation of incorporation under Section 402 of the New York State Not-for-Profit Corporation Law.
 - Current New York State Bureau of Charities (Office of the Attorney General) filing receipt.
- **Organization Budget (must be less than \$100,000)**
 - Organizations on a calendar fiscal year: Projected FY18 budget and most recent completed financial statement.
 - Organizations on a non-calendar fiscal year: Current FY18 Budget and most recent completed financial statement.
financial statement can be: audited financial statement, treasurer's report, or IRS Form 990.
- **1 Letter of Commitment IF** applying through a fiscal sponsor or community partner on the organization's letterhead detailing the sponsorship relationship, and signed by the organization's Executive Director.

PROPOSALS SHOULD INCLUDE:

- Appropriate work samples.
- A clear, realistic timeline that demonstrates the ability to complete the project within the 2018 calendar year.
- Engagement of experienced and appropriate personnel.
- Plans to promote the project.
- Payment of artist fees.
- All proposals must show other sources of income for the project, cash and in-kind, for at least 25% of the overall project budget. Arts Fund **CANNOT FUND MORE THAN 75%** of the applicant's total project budget.

SUPPORTING DOCUMENTS:

Applicants are strongly encouraged to upload 1 copy of each of the following that are applicable:

- **Press Kit**, or set of publicity materials from past projects, i.e., recent press release; brochures/postcards/identity pieces; clear photo documentation of previous work; quotes from past reviews, testimonials, etc.
- **Resumes** for up to 2 principal personnel involved in the project.
- **Venue Commitment Letter**, letter of interest from a potential venue, or printed email of interest or confirmation. Artists planning to partner with a specific organization, may also include a letter of support or commitment from the project partner.
- **Work Samples:** based on the project discipline, applicants are highly encouraged to upload work samples including: digital images, pictures of printed images and illustrations, videos, mp3s, manuscripts, literary magazines, etc.

Proposal Materials: **Arts Fund**

Applications available online at www.Bronxarts.org/artsfund starting **Saturday, July 1st**

REQUIRED BASICS For Individual Artists:

Applicants must upload the following in order to be considered for funding:

- **1 copy of proof of applicant's Bronx residency** in one of the following forms:
 - NYS-issued driver's license or ID Card
 - Utility Bill
- **1 Letter of Commitment IF** applying through a fiscal sponsor or community partner on the organization's letterhead detailing the sponsorship relationship, and signed by the organization's Executive Director.

PROPOSALS SHOULD INCLUDE:

- Appropriate work samples
- A clear, realistic timeline that demonstrates the ability to complete the project within the 2018 calendar year
- Engagement of experienced and appropriate personnel
- Plans to promote the project
- Payment of artist fees
- All proposals must show other sources of income for the project, cash and in-kind, for at least 25% of the overall project budget. Arts Fund **CANNOT FUND MORE THAN 75%** of the applicant's total project budget.

SUPPORTING DOCUMENTS:

Applicants are strongly encouraged to upload 1 copy of each of the following that are applicable:

- **Press Kit**, or set of publicity materials from past projects, i.e. recent press release; brochures/postcards/identity pieces; clear photo documentation of previous work; quotes from past reviews, testimonials, etc.
- **Resumes** for up to 2 principal personnel involved in the project.
- **Venue Commitment Letter**, letter of interest from a potential venue, or printed email of interest or confirmation. Artists planning to partner with a specific organization may also include a letter of support or commitment from the project partner.
- **Work Samples:** based on the project discipline, applicants are highly encouraged to upload work samples including: digital images, pictures of printed images and illustrations, videos, mp3s, manuscripts, literary magazines, etc.

COMMUNITY ARTS GRANT (CAG)

Grants Range: \$1,000 to \$5,000

Supported by the New York State Council on the Arts Decentralization Program

Bronx-based nonprofit arts and community organizations and individual artists working through a fiscal sponsor or in partnership with Bronx-based nonprofit organizations are invited to apply for grants of up to \$5,000 for community-based arts projects. In 2017, Community Arts Grant distributed \$90,715 to 27 Bronx artists and organizations.

Community Arts Grants may include, but are not limited to: exhibitions, workshop series, performances (all disciplines), festivals, screenings or readings. All funded projects in this category must be community based and open to the general public.

CAG aims to contribute to the cultural life of the borough through its support of community based, high-quality arts projects in all disciplines, genres, and styles. Local nonprofit organizations may apply directly to this program; individual artists must apply with a community-based nonprofit partner.

Disciplines: dance; film/video/media; folk arts; interdisciplinary arts; literary arts; multi-disciplinary projects; music/opera; theater/drama/musical theater; visual arts/crafts.

ELIGIBILITY RESTRICTIONS:

Eligible organizations :

- **Are able to provide proof of one of the following forms of nonprofit status:**
 - Internal Revenue Service 501(c)3 letter.
 - Charter from Board of Regents under Section 216 of the NY State Education Law.
 - NYC Charities Registration (Article 7A).
 - Certificate of Incorporation under S. 402 of the NY State Not-For-Profit Law.
- **Has an active Board of Directors.**
- **Did not apply directly to NY State Council on the Arts for funding for the Fiscal Year 2018**

An individual artist or collective **MUST** apply for decentralization funds through a fiscal sponsor or apply directly if working in partnership with a community-based non-profit organization in the Bronx. Fiscal sponsors and community partners must meet the same basic eligibility requirements as an applicant organization and provide the same required documents listed above. A community-based non-profit partner is required to provide a letter of commitment confirming the partnership with the applicant and outlining the scope of the partnership, i.e., venue/space, marketing support, community outreach, staff/admin support, etc.

NOTE: A community-based non-profit partner must not be a direct NYSCA or CAG applicant.

Applicants may submit up to three applications per year between the Artist for Community Grant (AFC) and the Community Arts Grant (CAG). Total request of all applications submitted cannot exceed \$5,000. One proposal per project accepted.

Eligible applicants applying to AFC and CAG **CANNOT** exceed a combined request total of \$5,000.

Eligible applicants **CANNOT** apply to AFC and CAG for the same project.

Eligible applicants **CAN** apply to CAG and Arts Fund for the same project

Proposal Materials: **Community Arts Grant (CAG)**

Applications available online at www.bronxarts.org/cag starting **Saturday, July 1st**

REQUIRED BASICS For Organizations:

Applicants must upload the following in order to be considered for funding:

- **Proof of Nonprofit Status**
 - Letter of Determination from the IRS indicating tax exempt status under section 501(c)(3).
 - Documentation of charter by the New York State Board of Regents under section 216 of the New York State Education Law.
 - Documentation of incorporation under Section 402 of the New York State Not-for-Profit Corporation Law.
 - Current New York State Bureau of Charities (Office of the Attorney General) filing receipt.
- **Organization Budget**
 - Organizations on a calendar fiscal year: Projected FY18 budget and most recent completed financial statement.
 - Organizations on a non-calendar fiscal year: Current FY18 Budget and most recent completed financial statements.
(financial statements can be: audited financial statement, treasurer's report, or IRS Form 990.)
- **1 Letter of Commitment** from applicants applying through a fiscal sponsor or community partner on the organization's letterhead detailing the sponsorship relationship, and signed by the organization's Executive Director.

PROPOSALS SHOULD INCLUDE:

- Appropriate work samples.
- A clear, realistic timeline that demonstrates the ability to complete the project within the 2018 calendar year.
- Engagement of experienced and appropriate personnel.
- Plans to promote the project.
- Payment of artist fees.
- All proposals must show other sources of income for the project, cash and in-kind, for at least 25% of the overall project budget. CAG **CANNOT FUND MORE THAN 75%** of the applicant's total project budget.

SUPPORTING DOCUMENTS:

Applicants are strongly encouraged to upload 1 copy of each of the following that are applicable:

- **Press Kit**, or set of publicity materials from past projects, i.e. recent press release; brochures/postcards/identity pieces; clear photo documentation of previous work; quotes from past reviews, testimonials etc.
- **Resumes** for up to 2 principal personnel involved in the project.
- **Venue Commitment Letter**, letter of interest from a potential venue, or printed email of interest or confirmation. Artists planning to partner with a specific organization may also include a letter of support or commitment from the project partner.
- **Work Samples:** based on the project discipline, applicants are highly encouraged to upload work samples including: digital images, pictures of printed images and illustrations, videos, mp3s, manuscripts, literary magazines, etc.

Proposal Materials: **Community Arts Grant (CAG)**

Applications available online at www.bronxarts.org/cag starting **Saturday, July 1st**

REQUIRED BASICS For Individual Artists:

Applicants must upload the following in order to be considered for funding:

- **1 copy of proof of applicant's Bronx residency** in one of the following forms:
 - NYS-issued driver's license or ID Card.
 - Utility Bill.
- **1 Letter of Commitment** from the applicant's fiscal sponsor or community partner on the organization's letterhead detailing the sponsorship relationship, and signed by the organization's Executive Director or equivalent.

PROPOSALS SHOULD INCLUDE:

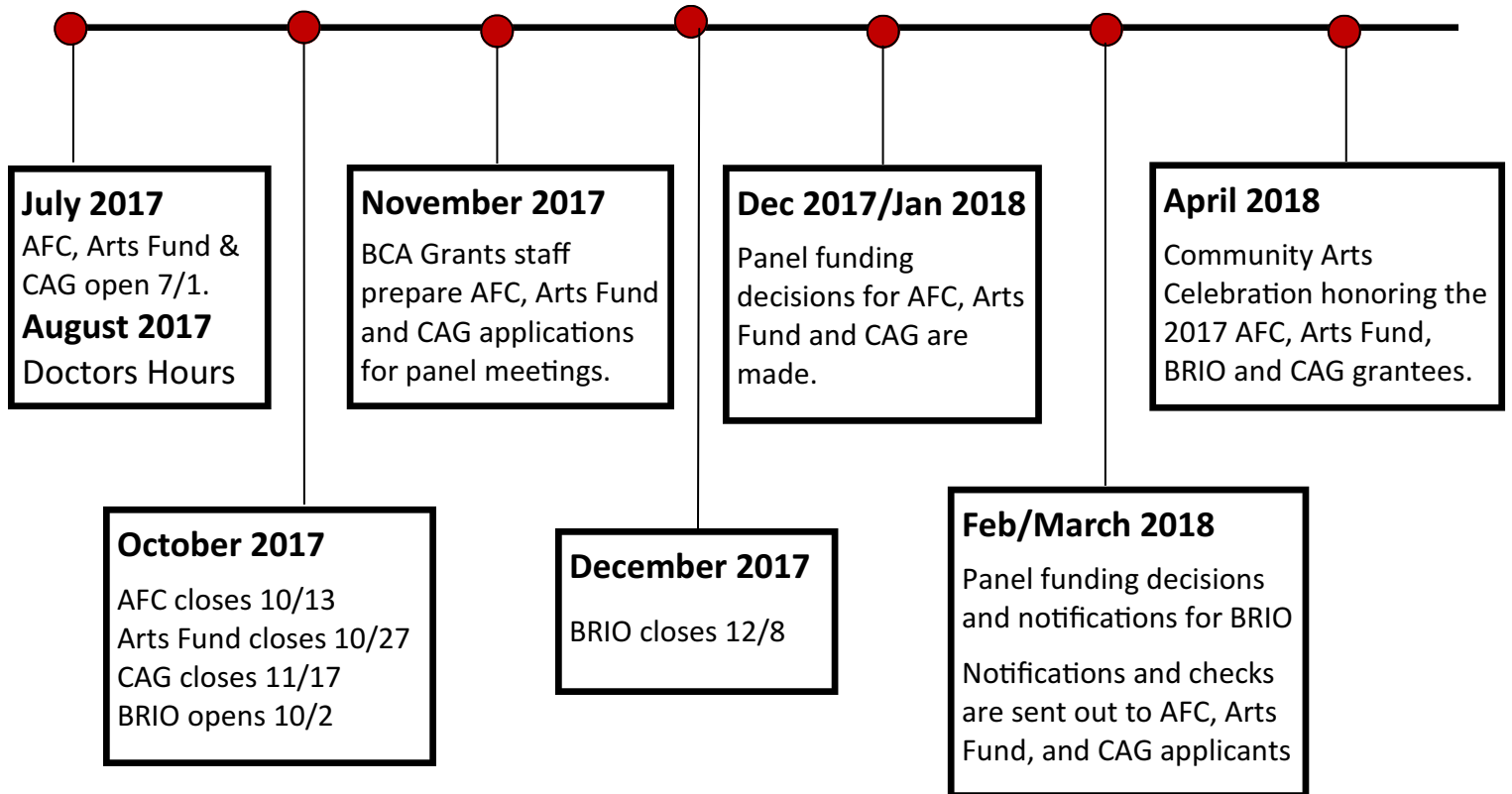
- Appropriate work samples.
- A clear, realistic timeline that demonstrates the ability to complete the project within the 2018 calendar year.
- Engagement of experienced and appropriate personnel.
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2018 Funding Cycle



All Applications open Saturday, July 1, 2017

Artists For Community • Arts Fund • Community Arts Grant

BCA will offer 7 **“How to Apply”** Workshops from June thru July.

First time applicants are **required** to attend one.

Go to bit.ly/2018HTA for upcoming workshop dates and to RSVP.

Grantee Responsibilities

BCA grant awardees are recipients of public funding and are subject to the responsibilities that brings.

Artists for Community, Arts Fund and Community Arts Grant (CAG) awardees must:

- Sign a contract with BCA, stipulating the amount of the award and the project’s project start and end dates.
- Include the appropriate credit line and BCA logo on all promotional materials for the funded project. Exact wording is provided in the contract and online.
- Provide BCA with applicable publications and promotional materials at least 3 weeks in advance of the funded project and provide 2 complimentary tickets to the funded event, if applicable.
- File a Final Report within 30 days of project completion.
- Revise their project description and budget after learning of funding amount.

QUESTIONS? Contact Bryan E. Glover | bryan@bronxarts.org | 718-931-9500 ex.22

Review Criteria

Artists for Community (AFC) | Arts Fund | Community Arts Grant (CAG)

BCA is committed to funding a diverse array of projects in geographic areas across the borough. The emphasis of these grants programs is on individual artists and arts organizations with an ability to articulate how their work uniquely contributes to the cultural life of the borough.

AFC, Arts Fund and CAG funding decisions are made by panels selected and trained by BCA. To create a fair and impartial environment, BCA selects panelists that represent a range of ethnicity, gender, age, neighborhoods, artistic medium and artistic style. Taking into account the specific goals of each program, panels recommend a level of funding according to the following equally important criteria:

- Artistic merit of the proposed project.
- Overall quality and clarity of application narrative and budget.
- Demonstrated audience and community benefit to be derived from the project.
- Non-duplication of similar existing programming, geographic area, and/or community served.
- Clearly defined ability to successfully complete the project.

Applying to AFC, Arts Fund and CAG is a highly competitive process. Applicants are expected to address each criterion across their proposal as a whole.

For purposes of BCA Grants, “community” can be defined as: geographic area; cultural, social, racial or socio-economic demographic; and/or artistic community. Competitive proposals indicate their distinction within the borough.

“Community support and interest” and “audience benefit” can be demonstrated by: applicant’s ability to define the audience and clearly articulate how the audience will benefit from the proposed project; community partnerships/collaborations; production/exhibition history; and/or audience/collaborator numbers and demographics.

Appeals

The appeals process is intended for situations in which the applicant believes a serious administrative error was made that denied them a fair hearing of their proposal. Applicants should only initiate an appeal if, after discussing panel notes with BAC Grants staff, they have reason to believe that one of the following occurred at the panel:

- Non-presentation of pertinent information that was included in the application.
- Misrepresentation of pertinent information.
- Improper procedure.

An applicant not awarded funding by the Grants panel who wishes to appeal must initiate a formal appeal, in writing, to the Grants Program Manager within 10 business days after the date of the denial letter. Organizations or artists who receive funding at less than the request amount are not eligible to appeal.