



FY14 PROJECT-BASED GRANTS UPSTART

Applicants may submit one UPSTART application per grant cycle

Organizations may request up to \$100,000

Deadline: June 24, 2013 at 6:00PM



PROJECT-BASED GRANTS

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FY 2013

UPSTART

Organizations may request up to \$100,000. The average grant award is \$50,000

Deadline: June 24, 2013 at 6:00PM

UPSTART Program Questions

Organization Profile

Organization Name

Phone

EIN

Fax

DBA

Website

What is the Organization's fiscal year?

Legal Status

Applicant Discipline

Institution Type

What is the date on the applicant's DC Articles of Incorporation?

Organization Founding Date

Address

Street Address 1

Street Address 2

State
ZIP/Postal Code
City
Country

In which Ward is the applicant located?

Contact

Contact Title
Contact Name
Contact Phone
Contact Email

Secondary Contact Title
Secondary Contact Name
Secondary Contact Phone
Secondary Contact Email

What is the applicant's mission and vision and history? Please include the top three recent accomplishments.

(200 Words)

Executive Summary

Amount Requested

Provide a description of the grant request. Briefly also detail the arts and humanities activities and goals during the grant period:

(200 Words)

Have you received a grant from DCCAH within the past 5 years:

Has your address changed in the past 12 months:

Provide an outline of all 2013 activities, including local and national performances, productions, exhibitions, classes/workshops, indicated where 2013 activities are confirmed and to be confirmed:

(700 Words)

Impact & Engagement

Which ward(s) does the project impact?:

Expected number of individuals served by this request during the grant period:

Define and describe the DC target audience as related to the grant request. Why has the applicant chosen to serve this population?:

(500 Words)

How will the applicant market the project activities and services to specific audiences within the District of Columbia? Provide examples of the applicant's marketing activities.

(500 Words)

In what ways do the project activities meet the needs of the targeted DC population?

(500 Words)

Specific to this grant request, what evaluation methods will be used to improve future activities and services?

(500 Words)

How does the applicant engage in meaningful partnerships with complementary organizations to increase District residents' awareness of and involvement in the arts and humanities? If not applicable, explain why:

(200 Words)

Discuss the applicant's strategies to include people with disabilities as well as other underserved populations, which include those whose access to professional arts and humanities experiences is limited by geography, ethnicity, and/or economics. (For more information on the Americans with Disabilities Act, review the FY14 Guide to Grants.):

(200 Words)

Budget, Capacity & Sustainability

FY 2012 Budget:

Describe the applicant's current revenue strategy to sustain artistic programming over the course of FY2014 and to provide the cash match of grant funds if applicable:

(200 Words)

Describe how the applicant uses appropriate electronic financial monitoring systems to track expenditures related to this grant request? Is there anything specific about FY13 and FY14 that the panel should know about the applicant's finances?:

(200 Words)

UPSTART

Please select status with the UPSTART program:

Describe the planning process or needs assessment that led your organization to a capacity-building request:

(500 Words)

Describe the organization's readiness to commit to the UPSTART process:

(250 Words)

What capacity building activities does the organization propose to undertake during the grant period?:

(250 Words)

In what ways will the proposed activities enable your organization to change its practices and help provide artistic, educational, and cultural activities:

(250 Words)

Has the organization conducted any formal strategic planning efforts in the past three years?:

Choose up to 5 staff and board members to answer the following three questions. Please encourage respondents to be candid. The answers will be considered consensus statements. List the names and titles of individuals participating:

(500 Words)

What are the organization's greatest strengths? What are the organization's greatest challenges?:

(200 Words)

If the organization receives funding from UPSTART, what tangible outcomes you hope the organization will achieve?

(200 Words)

Work Samples & Uploads

Describe the artistic content of the work sample and support materials. Applicants must detail how the work sample and support materials demonstrate the methods the applicant uses deliver a high level of artistic excellence while achieving stated goals. Provide a detailed description of why and how the artistic content is of the highest quality. Be sure to use terminology specific to the artistic discipline(s) that the applicant uses and demonstrates to constituents.

(500 Words)

Work Sample:

Support Material:

Resume(s) of Key Personnel:

Instruct the Advisory Review Panelists on where to look in the work sample and, if applicable, the support materials. Be specific:

(100 Words)

W-9:

IRS Letter of Determination:

DC Certificate of Incorporation:

Board of Directors:

Current Fiscal Year Budget:

Current Fiscal Year Balance Sheet:

CDP Report: