

# Community Arts Application Workshop

Zellerbach Family Foundation

THURSDAY

SEPTEMBER 2, 2021

6-7PM

# Zellerbach Family Foundation Staff

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**Margot Melcon**  
Program Executive

**Patrick Taylor**  
Grants Manager

# Agenda

COVID Response Grants

Eligibility

Application Questions

How to Apply

Evaluation Process

Questions

## **COVID Response Grants**

- What are COVID Response Grants?

## **Eligibility**

- Who can apply?

## **Application**

- What information do I need to provide?

## **How to Apply**

- Fluxx
- Submissions

## **Evaluation Process**

- Community Arts Panel
- Evaluation Criteria

## **Questions**

- Please use Q&A function throughout the webinar

# Current Grants and Future Application

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## Current Community Arts Grants and COVID Response Grants

- Flexibility to accommodate changing circumstances
- Extend grant timeline or reporting deadlines
- Shift project specific grant funds to general operating support
- Organizations may apply for a COVID Response Grant even if they are currently a grantee

## Upcoming Application Opportunities

- September 6 - 20, 2021, *notification date December 7, 2021*
- Quarterly application cycles
- COVID Response Grants will remain in place through 2021
- Application will remain responsive to changing circumstances, adjusting as needed

# COVID Response Grants

## Response Grants

- Grants will be made for \$5,000, \$10,000 and \$15,000
- Grants will be general operating support
  - Revenue loss
  - Operations (facilities, staff, overhead)
  - Producing and presenting
  - Recovery and reopening
- Response Grants replace Community Arts Project grants and Stability, Collaboration and Training grants

# Eligibility

- Nonprofit 501c3 organizations/organizations applying with a 501c3 fiscal sponsor
- Individual artists are not eligible to receive Response Grants
- San Francisco, Alameda, and Contra Costa counties
- Dance, Music, Theater, Visual Arts, Literary Arts, Festivals
- Organizations must have at least two years of presenting or producing work
- Organizations may submit one application per submission cycle
- Organizations with no established funding history with ZFF may still apply
- Current grantees are eligible to apply; organizations may have multiple active grants at this time

- 1. Please provide a brief description of your organization's mission, recent history, and activities.**
- 2. How has the COVID-19 pandemic affected your organization?**
  - Include information on events, performances and presentations, classes and/or fundraising events that were postponed, modified or cancelled completely
  - Include information on if/how your organization pivoted away from regular operations (moving events online, shifting to community support, engaging in organizational restructuring, etc.)
  - Briefly include information on loss of facilities, layoff of staff, loss of collaborators, etc.
  - Briefly include any significant emergency funding such as philanthropic, corporate, individual or public support received
- 3. What are your plans for recovery, returning to developing, producing or presenting work, and reopening?**
  - How will you use the funds?
  - Describe operational challenges to recovery, reopening or creative work development
  - Describe how this moment differs from how the organization worked prior to the pandemic
- 4. How would you describe the community you serve?**
  - Provide a brief description of staff, board, collaborating artists, and audience, how you engage with them, and what steps are taken to center underserved communities

# Application Questions

# Supporting Documents

- Current annual organization budget (projected)
- Prior year annual organization budget (actual)

**Note:** Please define your fiscal year in the budget notes section (i.e. calendar, July 1-June 30)



# Fluxx

- Online Grants Management System
- Register for a **user ID and password**, which you will use every time you access the grantee portal
- Log into Fluxx and select **Community Arts COVID application**
- You may **save your application** and return to it at any time
- Be mindful of **character counts**

# Submissions

- **Sept 6 - 20, 2021**, *notification date December 7, 2021*
- Applications may not be edited once submitted
- Applications must be submitted by 5 p.m. on the application due date
- Late and/or incomplete applications will not be considered
- There is no limit to the number of applications accepted by the foundation each quarter

## How to Apply

# Evaluation Process

## Evaluation Process

- Applications will be evaluated by foundation staff in partnership with the [ZFF Community Arts Panel](#)
- Final approval for all Community Arts grants are determined by the ZFF Board of Directors
- Notifications are sent via email roughly 3 months after the application due date

## Evaluation Criteria

- Applicants must articulate impact of the COVID pandemic on their organization
- Applicants must articulate what/how they are planning for recovery and reopening
- Applicants must articulate challenges they are facing for recovery and reopening
- Applicants must articulate the impact of their organization on the community served

# Questions

For More  
Information

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**Zellerbach Family Foundation**

<https://zff.org/>

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**COVID Response Grants**

<https://zff.org/covid-19-community-arts-grants/>

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**Fluxx Online Grant System**

[https://zellerbach.fluxx.io/user\\_sessions/new](https://zellerbach.fluxx.io/user_sessions/new)

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**Social Media**

Facebook - [@zellerbachfamilyfoundation](#)

Twitter - [@zfforg](#)

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**Contact Us**

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