Community Arts Application Workshop
Zellerbach Family Foundation

THURSDAY
DECEMBER 2, 2021
6-7PM
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

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
- December 6 - 20, 2021, *notification date March 8, 2022*
- 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)
How to Apply

**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**

- **December 6 - 20, 2021**, notification date March 8, 2022
- 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
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
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<td>Margot Melcon, Program Executive</td>
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