# Dance Advancement Fund Application Webinar

Dance/NYC's mission is to promote the knowledge, appreciation, practice, and performance of dance in the metropolitan New York City area. It embeds values of equity and inclusion into all aspects of the organization. It works in alliance with Dance/USA, the national service organization for professional dance.

Visit Dance.NYC for details on Dance/NYC research and programming.



## Moderated by

Anne Coates, Allagash Consulting

Milena Luna and J. Soto, Dance/NYC



## Agenda

- Purpose of webinar
- Rules of the Road
- Purpose of the Fund
- Eligibility
- Grant Award Amounts
- Evaluation Criteria and Selection Priorities
- How to Apply
- Required Materials
- Timeline
- Frequently Asked Questions
- Q & A



#### Rules of the Road

- Use the chat feature to submit questions
- Ask general questions, not specific ones about your organization
- If your question isn't answered today



## Purpose of the Fund

- To address the inequitable distribution of resources in the dance field, which has been underscored by Dance/NYC research
- To advance small budget dance makers' artistic development and delivery
- To contribute to the field's overall diversity, sustainability, resilience, and health



#### **Grant Award Amounts**

- 5,000-15,000 annually for two years, from October 1, 2017 to September 30, 2019.
- Amounts will be determined on a sliding scale based on grantees' total expense budget range for 2016:
  - **\$25,000-\$99,999**
  - **\$100,000-\$249,999**
  - **\$250,000-\$499,999**
  - **\$500,000-\$999,999**



## Eligibility

#### Applicants must:

Be headquartered in the metropolitan New York City area, including the five boroughs of New York City, as well as Nassau, Rockland, Suffolk, and Westchester counties in New York State, and Bergen and Hudson counties in New Jersey



## Eligibility

#### Applicants must:

 Have an annual expense budget between \$25,000– \$1 million for FY 2015 (actual), 2016 (actual), and 2017 (forecasted)



## Eligibility

#### Applicants must:

 Provide proof of 501(c)(3) status or fiscal sponsorship status for at least three consecutive years



## Eligibility

This funding initiative is made possible by the generous support of the Ford Foundation.

Grantee organizations of Dance/NYC's Disability. Dance. Artistry. Fund, also made possible by the Ford Foundation, as well as direct recipients of Ford Foundation grants are eligible to apply.



## Eligibility

Funds will not be designated to:

- individual artists (without a fiscal sponsor)
- educational institutions
- presenters
- festivals



# Evaluation Criteria and Selection Priorities

Priority in grant selection will be given to applicants who demonstrate to the review panel:

Above all, artistic excellence and a clear artistic vision



# Evaluation Criteria and Selection Priorities

- A dedication to sustaining practice beyond the two-year grant period,
- A well-articulated narrative for how the funds will help advance the organization,
- A willingness to share learning with the field



# Evaluation Criteria and Selection Priorities

A commitment to the values of equity and inclusion



# Evaluation Criteria and Selection Priorities

 Demonstrated organizational and financial health, regardless of budget size, and a commitment to paying artists



# Evaluation Criteria and Selection Priorities

Dance/NYC seeks a diversity of organizational types and perspectives and a grantee pool that represents the demographics of residents in the metropolitan area.

The intention is for the grantee pool to/be:

- majority headquartered outside of Manhattan
- majority ALAANA-led and/or female-led
- include disabled artists.



### How to Apply

Online application portal

Dancenyc/Submittable.com



## **How to Apply**

- Interested small-budget dance groups are asked to first complete five questions to determine baseline eligibility for the grant program.
- If eligible, applicants will be prompted to complete the application.



## **How to Apply**

Application has 7 sections

- Applicant Information
- Contact Information
- Short Narratives
- Diversity, Equity, and Inclusion
- Additional Required Materials
- Optional Materials
- Grant Requirements and Confirmation



### How to Apply

Sections 1, 2

- Applicant Information
- Contact Information



# How to Apply Section 3

Short Narrative

Provide information about your organization and artistic vision	low.
Background *	
	Provide a short organizational background description, highlighting significant artistic accomplishments.
	<i>h</i>
Limit 300 w	ī.
Artistic Vision *	
	Describe, in your own words, your
	organization's artistic vision.
Limit: 200 w	
Use of Funds *	
	How do you anticipate an annual grant of \$5,000 or more in general support
	over the next two years, October 1, 2017 to September 30, 2019, will impact your
	organization?
	How will you be able to measure those



# How to Apply Section 4

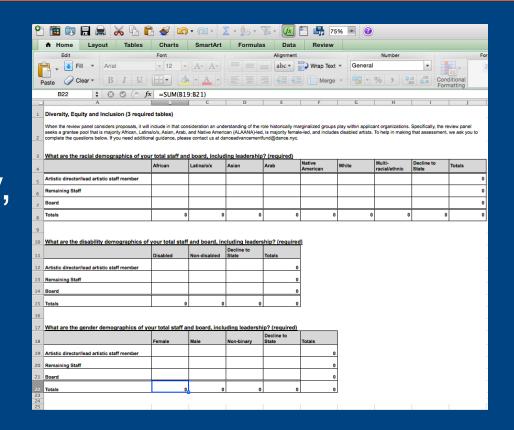
Diversity, Equity,& Inclusion

groups play within applicant organization Asian, Arab, and Native American (ALAA)	t will include in that consideration an understanding of the role historically marginalized secifically, the review panel seeks a grantee pool that is majority African, Latina/o/x, ed, is majority female-led, and includes disabled artists. To help in making that stions below. If you need additional guidance, please contact us at
Equity and Inclusion Statement *	Briefly, how do the values of equity and
	inclusion relate to your organizational mission and dance making?
	Limit: 100 words
Diversity Matrix *	
Acceptable file types: xls, xlsx.  Choose Files	Go to www.dance.nyc/danceadvancementf und/diversity_matrix to download the diversity matrix.
	You must complete all three tables. Once complete, upload them here.
	No files have been attached yet.
Additional forms of diversity (optic	)
	Are there additional forms of diversity not included in the diversity matrix (e.g., religious, veteran status, generational, LGBTO, etc.) that you think are important for your dance making? Does your organization's staff/board reflect this diversity? Please explain.
	Limit: 100 words



# How to Apply Section 4

Diversity, Equity,& InclusionDiversity Matrix





## Section 4 Diversity, Equity, & Inclusion Diversity Matrix

What are the racial demographics of you	r total staff and	l board, includ	ling leadership	? (required)					
	African	Latina/o/x	Asian	Δrah	Native American	l Whita		Decline to State	Totals
Artistic director/lead artistic staff member									0
Remaining Staff									0
Board									0
Totals	0	0	0	0	0	0	0	0	0



## Section 4 Diversity, Equity, & Inclusion Diversity Matrix

What are the disability demographics of	your total staff	and board, inc	cluding leaders	hip? (required)
	Disabled	Non-disabled	Decline to State	Totals
Artistic director/lead artistic staff member				0
Remaining Staff				0
Board				0
Totals	0	0	0	0



# Section 4 Diversity, Equity, & Inclusion Diversity Matrix

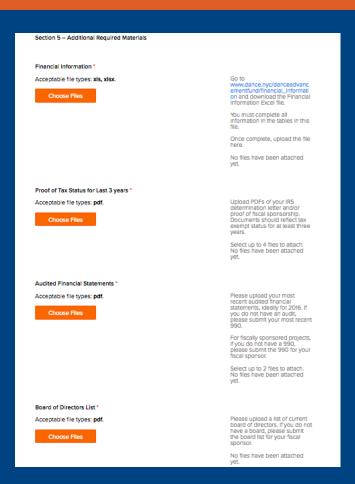
16							
17	What are the gender demographic	s of your tot	al staff and l	board, inclu	ding leaders	hip? (require	<u>ed)</u>
18		Female	Male	Non-binary	Decline to State	Totals	
19	Artistic director/lead artistic staff member					0	
20	Remaining Staff					0	
21	Board					0	
22	Totals	0	0	0	0	0	



## How to Apply

Section 5

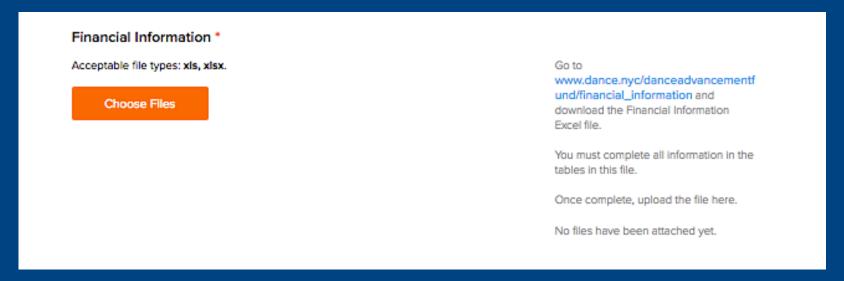
 Additional Required Materials





## How to Apply

## Section 5 Additional Required Materials Financial Information





# How to Apply Section 5 Financial Information

6	Topline Budget Information 2015-2017 (required)				
7		1			
8		2015 (actual)	2016 (actual)	2017 (forecasted)	
9	Income				
10	Expense				
11	Surplus/(Deficit) [1]	0	0	0	,
12					_



How to Apply
Section 5
Financial
Information
Budget Form

	INCOME		
ĺ	EARNED INCOME	2016 (actual)	Notes
ĺ	Admissions/Box Office		
I	Contracted Services		
Į	Tuition/Class/Workshop Fees		
Į	Publications		
Į	Fundraising Events (Gross)		
l	Other Earned Income		
l	TOTAL EARNED INCOME [1]		0
ĺ			
ĺ	UNEARNED INCOME (NON GOVERNMENT)		
ĺ	Corporate Contributions		
ļ	Foundations		
ļ	Individual Contributions		
ļ	Other Unearned Income		
ļ	SUBTOTAL UNEARNED INCOME [1]		0
ļ			
l	GOVERNMENT INCOME		
Į	Federal		
Į	State		
ĺ	City		
ļ	Local Arts Councils		
ĺ	SUBTOTAL GOVERNMENT INCOME [1]		0
ļ			
ļ	TOTAL UNEARNED INCOME [1]		0
ļ			
l	TOTAL IN-KIND INCOME		
ĺ			
1	TOTAL INCOME [1]		0



## How to Apply

### Section 5 Financial Information Budget Form

-



## How to Apply

## Section 5 Additional Required Materials Proof of Tax Status

Proof of Tax Status for Last 3 years \*

Acceptable file types: pdf.

Choose Files

Upload PDFs of your IRS determination letter and/or proof of fiscal sponsorship. Documents should reflect tax exempt status for at least three years.

Select up to 4 files to attach. No files have been attached yet.



## How to Apply

# Section 5 Additional Required Materials Audited Financial Statements

Audited Financial Statements \*

Acceptable file types: pdf.

Choose Files

Please upload your most recent audited financial statements, ideally for 2016. If you do not have an audit, please submit your most recent 990.

For fiscally sponsored projects, if you do not have a 990, please submit the 990 for your fiscal sponsor.

Select up to 2 files to attach. No files have been attached yet.



### How to Apply

# Section 5 Additional Required Materials Board of Directors

Board of Directors List \*

Acceptable file types: pdf.

Choose Files

Please upload a list of current board of directors. If you do not have a board, please submit the board list for your fiscal sponsor.

No files have been attached yet.



## How to Apply

Section 6

**Optional Materials** 

- Press Reviews
- Video sample
- Biographical Information



## How to Apply

Section 7

Grant Requirements and Confirmation



## How to Apply

Submitting your application

- Complete applications, including all supplementary materials, must be submitted online no later than 6 p.m. EDT on July 12, 2017.
- Incomplete applications, hard copy submissions, and applications received after the July 12 deadline will not be considered.



#### Timeline

- Call for proposals release
- Optional application webinars

- Deadline for submission
- Panel review
- Award notification
- Press release w/grantees
- Grant disbursements
- Interim grantee report due
- Final grantee reports due

May 31, 2017

June 13 @ 11 a.m.

June 15 @ 3 p.m.

June 29 @ 5 p.m.

July 12, 2017 6 p.m. EDT

Week of September 10, 2017

Week of September 17, 2017

October 2017

Week of October 1, 2017 (round 1) Week of October 1, 2018 (round 2)

August 31, 2018

October 31, 2019



## Frequently Asked Questions

Follow the link to the FAQ at <a href="http://www.dance.nyc/news/2017/05/Dance-Advancement-Fund-Call-for-Proposals/">http://www.dance.nyc/news/2017/05/Dance-Advancement-Fund-Call-for-Proposals/</a>

FAQs will be updated 2x / week until the deadline: Tuesdays and Fridays



### Still have questions?

Write to us at:

danceadvancementfund@dance.nyc



## Thank you

