



ARTS & CULTURE PROGRAM GRANT
Grant Cycle 2021 – First Round Application
grants@bravogreaterdesmoines.org
515.243.0388

Bravo Greater Des Moines will only accept applications submitted [online](#).

These questions are provided for planning purposes only.

Final application questions may differ somewhat

Please review the [Arts and Culture Program Grant \(ACPG\) Guidelines](#) for first-round 2021 (GC21-1) eligibility requirements and deadlines.

ARTS AND CULTURE PROGRAM GRANT APPLICATION – FIRST HALF GC21

January 1, 2021 – June 30, 2021

GENERAL INFO

Organization Legal Name
Employer ID Number
Street Address
City
State
Zip
Phone

Contact Name
Contact Title
Contact Email
Phone

Authorized Official
Authorized Official Title
Authorized Official Email
Phone

Does your organization have an annual report?
If Yes: Upload your annual report. PDF Only

My Organization has the following:

	URL/Handle	Do Not Have
Website		
Facebook		
Instagram		
Twitter		

GRANT REQUEST AMOUNT:

Note: Expenses incurred outside the grant period should not be included in the grant request amount. Arts and Culture Program Grant awards are generally capped annually at the smaller of \$25,000 or 25% of an organization’s total FY21 budgeted expenses.



MISSION, VISION & STRATEGY

State your organization’s mission. (250 words)

Does your organization have a current board-approved strategic plan?

If Yes: Has this been revised since the onset of the COVID-19 pandemic? y/n

Upload your strategic plan. PDF Only.

If no: Please describe your organization’s top priorities and how your organization makes decisions about priorities and programs? (250 words)

PROGRAM DELIVERY

Program Title:

Program Summary (150 words):

Program beginning and end dates:

NOTE: Program must originate and be completed between January 1, 2021 – June 30, 2021

What is one goal your organization hopes to accomplish with this program and how will you know if you achieve this goal? (250 words)

This program will be:

Primarily Virtual

Primarily In-Person

Both

It depends

If It depends: What are the factors you will consider in making the final decision and by when will you make a final determination? (250 words)

Please describe the target audience for this program and how you plan to reach them: (250 words)

How many people do you expect will experience this program as presenters, participants or audience members?

Fewer than 100

Between 100 - 300

More than 300

Please describe contingency plans you have in place should circumstances change and how you will make final decisions? (250 words)

LEADERSHIP

How many directors comprise your organization’s Board of Directors?

How many times is the full Board scheduled to meet between January 1, 2021 – June 30, 2021?

What percentage of your Board identify as members of communities that have been historically excluded or marginalized? (This may include but is not limited to African and African American; Latinx;

Asian and Asian American; Arab; Native American; Pacific Islander; lesbian; gay; bisexual; queer; transgender and gender-variant people; and/or people with disabilities)?

What percentage of the board also participates in delivering your organization’s programming (sing in choir, play in band, perform in productions, have children who perform in the organization, etc.)?

Enter the number of your organization’s paid employees (include independent contractors):

- Full-time (more than 30 hours per week):
- Part-time (between 20-30 hours per week):
- Short-hour/seasonal/temporary (less than 20 hours per week):

Does your organization have an executive director?

- We do not have an executive director
- The executive director is a volunteer/not paid by the organization
- The executive director is an independent contractor
- We have a part-time (less than 29-hours per week) executive director on staff
- We have a full-time (more than 30-hours per week) executive director on staff

Who is primarily responsible for implementing your program plans:

- Paid staff/independent contractor
- Board of Directors
- Non-Board volunteers

FINANCIAL MANAGEMENT

Please attach an organizational balance sheet for December 2020 (*PDF only*)

In what month does your organization’s fiscal year begin:

What is your organization’s total annual budget for expenses for FY21:

Please complete the following based on the program budget for the grant period (*January 1, 2021 – June 30, 2021.*)

Program Revenue

Enter “0” if none. Do not use commas.

PRIMARY EARNED (ticket sales, registration fees, etc.):

SECONDARY EARNED (concessions, merchandise, etc.):

CONTRIBUTED & GRANTS (fundraising, sponsorships, etc.):

ALL OTHER REVENUE (include revenue received prior to January 1, 2021):

TOTAL [auto-calculate]

Describe the revenue categorized as “other” if more than 10% of total. (100 words)

Program Expenses

Enter “0” if none. Do not use commas. Do not include staff expenses in any line other than “PERSONNEL”.

PERSONNEL – W2 EMPLOYEES (salaries, benefits):

PERSONNEL – INDEPENDENT CONTRACTORS:

ADVERTISING & PROMOTION:

OPERATIONS & PRODUCTION (rentals, supplies & equipment, technology, etc.):

ALL OTHER EXPENSES (include expenses incurred prior to January 1, 2021):

TOTAL [auto-calculate]

Describe the expenses categorized as “other” if more than 10% of total. (100 words)

FUND DEVELOPMENT

How much cash (including cash reserves) does your organization have readily available right now?

None (\$0)

Less than 1 month of expenses

2-3 months of expenses

4-6 months of expenses

More than 6 months of expenses

What percentage of the board makes an annual financial contribution to your organization?

Please list significant sources of funding for this program and briefly describe fundraising strategies to support the program. (250 words)

How will you proceed if the full project budget is not available? (250 words)

DIVERSITY, EQUITY, ACCESS & INCLUSION

Is Diversity, Equity, Access and Inclusion (DEAI) a current priority for your organization? y/n

Does your organization have a Board approved Equity statement? y/n

- If yes, upload your Board-approved equity statement
- If no, please briefly describe your organization’s current goals around diversity, equity, access and inclusion (250 words)

In planning, developing and implementing this program, how do you specifically include communities that have been historically excluded or marginalized? (This may include but is not limited to African and African American; Latinx; Asian and Asian American; Arab; Native American; Pacific Islander; lesbian; gay; bisexual; queer; transgender and gender-variant people; and/or people with disabilities.) (250 words)

OPTIONAL FINAL NARRATIVE

Please share anything else you think we should know in order to consider your application for funding this period (January 1, 2021 – June 30, 2021). (250 words)



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DATA FOR REGIONAL CULTURAL ASSESSMENT METRICS

Is your organization led by a person of color? y/n

Does your organization primarily serve communities of color? y/n

Does your organization plan to present programming at more than one location between January 1, 2021 – June 30, 2021? y/n

Does your organization present programming specifically targeted to young people (less than 18 years old) between January 1, 2021 – June 30, 2021? y/n

SIGN YOUR APPLICATION

Recipients of a GC21 Arts and Culture Program Grant award will be required to sign and submit a Grant Agreement by 3:00 p.m. on Friday, March 26, 2021.

I acknowledge that I have read and understand the application materials and grant guidelines. I certify that all representations, warranties or statements made or furnished in connection with this application are true and correct in all material respects.