### 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 justice, 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

Ebony Noelle Golden Betty's Daughter Arts Collaborative, LLC



If you need to call in to hear my voice more clearly:

- Use your phone to call 646.558.8656
- Meeting ID: 463 342 367
- If you call in, <u>please mute yourself for the duration of the</u> <u>call</u>.
- We will be taking questions only through Zoom's chat feature.



#### Webinar details

- Real-time transcription in English
- Slides, recording, and transcript to be made available at Dance.NYC/DanceAdvancement
- Spanish and Chinese translation of transcript to be made available at Dance.NYC/DanceAdvancement



### Agenda

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



#### Agreements

- Mute Yourself
- Submit General Questions via the Chat Feature
- Access Additional Support if Desired



#### Purpose of the Fund

- To advance economic justice
- To advance resilience for dance makers' artistic development and delivery
- To support equitable, socially progressive, and inclusive dance ecology



#### **Grant Award Amounts**

- 5,000-15,000 annually for two years, from January 1, 2020, through December 31, 2021.
- Amounts will be determined on a sliding scale based on grantees' total expense budget range for 2018:
  - \$25,000-\$99,999;
  - \$100,000-\$249,999;
  - \$250,000-\$499,999; and
  - \$500,000-\$1,000,000.



#### Eligibility

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

You are encouraged to apply if you are a current or past grantee of Dance/NYC and/or the Ford Foundation, or if you have not previously been funded by either of these organizations.



### Ineligibility

#### Applicants are not eligible to apply if they are:

- An individual artist without a fiscal sponsor;
- A new (fewer than three years) fiscally sponsored project;
- An organization for which dance making is new (fewer than three years of local dance-making activities);
- An organization that is not focused on the creation and/or performance of dance;
- An organization for which dance therapy is a primary function;
- An educational institution;
- A producer;
- A presenter;
- A festival; or
- A service organization.



### Eligibility

Applicants are <u>eligible</u> to apply if they:

 Are a dance maker focused on the creation and/or performance of dance, with a history of at least three years of local dance-making activity



### Eligibility

Applicants are <u>eligible</u> to apply if they:

 Are 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 are <u>eligible</u> to apply if they:

 Have an annual expense budget between \$25,000– \$1 million for FY 2017 (actual), 2018 (actual), and 2019 (forecasted)



### Eligibility

Applicants are <u>eligible</u> to apply if they:

Can provide proof of 501(c)(3) status or fiscal sponsorship status for at least the last three years (2017, 2018, 2019)



### Funding Priorities and Review Rubric

Priority will be given to applicants who demonstrate:

- 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



### Funding Priorities and Review Rubric

Priority will be given to applicants who demonstrate:

 Commitments and measurable actions in alignment with stated values of diversity, justice, equity, and inclusion



### Funding Priorities and Review Rubric

Priority will be given to applicants who demonstrate:

- Clear artistic vision and artistic excellence (more on this in the next slide)
- Organizational and financial health, regardless of budget size, and a commitment to paying artists and arts workers a living wage
- A diversity of dance perspectives



### Funding Priorities and Review Rubric

Artistic Excellence

Animating Democracy's Aesthetic Perspectives: Attributes of Excellence in Arts for Change americansforthearts.org/sites/default/files/Aesthetic%20 Perspectives%20Full%20Frame work.pdf



#### **AESTHETIC PERSPECTIVES**

#### Attributes of Excellence in Arts for Change



disruption



risk-taking





commitment



emotional experience



coherence



communal meaning



sensory experience



resourcefulness

×.

cultural integrity



openness



stickiness

### Funding Priorities and Review Rubric

#### <u>Priority</u> will be given to:

- Dance makers headquartered in the Bronx; Brooklyn; Queens; Staten Island; Nassau, Rockland, Suffolk, and Westchester counties in New York State; and Bergen and Hudson counties in New Jersey
- Organizations artistically led or otherwise creating work by ALAANA and/or women and/or disabled and/or immigrant artists
- Dance makers who serve audiences that reflect the demography of the metropolitan New York City area, with a focus on majority ALAANA participation and disability and immigrant representation

IN ALLIANCE WITH DANCE/USA

### How to Apply

- Online application portal: <u>dancenyc.submittable.com</u>
- Dance/NYC is committed to accessibility and the inclusion of disabled and immigrant people in its programs.
- The application is available in Spanish and Chinese.
- If you need assistance accessing any part of this application, please contact us at danceadvancementfund@dance.nyc.



#### How to Apply

- Interested 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.
- Eligibility Quiz:
  - <u>surveygizmo.com/s3/5182951/Advancement-Fund-Eligibility</u>
  - <u>surveygizmo.com/s3/5183119/Advancement-Fund-Eligibility-Spanish</u>
  - <u>surveygizmo.com/s3/5183234/Advancement-Fund-Eligibility-Chinese</u>



### How to Apply

Application has 6 sections

- Applicant Information
- Contact Information
- Short Narratives
- Diversity, Justice, Equity, and Inclusion
- Financial and Governance Materials
- Supplementary Materials



### How to Apply

- Sections 1, 2
- Applicant Information
- Contact Information



# How to ApplySection 3Short Narrative

#### Section 3 -- Narratives

Provide information about your organization and artistic vision below.

#### Background \*

Provide a short organizational background description, highlighting significant artistic accomplishments.

Limit: 300 words

#### Artistic Vision \*

Describe, in your own words, your organization's artistic vision.



# How to ApplySection 3Short Narrative

#### Artistic Excellence \*



Use of Funds \*

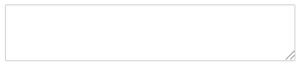
Describe, in your own words, how you define artistic excellence. How does it manifest in your work? What artistic lineages and legacies is your work a part of (e.g., Jawole Wille Jo Zollar, Katherine Dunham, Rokafella)?

Describe the potential impact of this grant to enhance the quality of your dance making, both internally (e.g., hiring staff and interns, developing administrative structures or assessment tools, building organizational capacity) and externally (e.g., increasing number of public programs, deepening existing services, investing in community organizing).

Please consider impact as sustained change in your intended direction. (Provide up to 3-5 bullet points.)

Limit: 200 words

#### Measure of Impact\*



How will you measure the impact described above (e.g., surveys, testimonials, attendee numbers, number of people hired, additional funds invested)?

If you do not yet have the capacity to rigorously measure the impacts, please describe how the grant will increase your capacity to do so. (Provide up to 3-5 bullet points.)

Limit: 200 words

### How to Apply

Section 4

 Diversity, Justice, Equity, & Inclusion

#### Section 4 -- Diversity, Justice, Equity, and Inclusion

When the review panel considers proposals, it will include in that consideration an understanding of the role historically marginalized groups play within applicant organizations. Specifically, the review panel seeks a grantee pool that reflects the demography of New York Oty and is majority African, Latina/ox, Asian, Arab, and Native American (ALAANA)-ied, is majority female-ied, and includes disabled and immigrant artists. (According to Census data, the New York Oty population is approximately 77% ALAANA, 10% disabled, 52% female, and 37% foreign-born. Source: US Census Bureau American FactFinder 2011-2015 American Community Survey 5-Year Estimates.) To help in making that assessment, we ask you to complete the questions below. If you need additional guidance, please contact us at <u>danceedwancementfund@dance.nyc</u>.

#### Diversity, Justice, Equity, and Inclusion Statement\*

What are your organization's values of diversity, justice, equity, and inclusion, and how do they relate to your organizational mission and dance making?

Limit: 100 words

#### Diversity, Justice, Equity, and Inclusion Policy (optional)

Acceptable file types: pdf.

Choose Files

If your organization has an existing adopted diversity, justice, equity, and inclusion policy, you may upload it.

Please save the file with your organization name at the beginning, following this format: Grantee Organization Name\_Diversity, Justice, Equity, and Inclusion Policy.

No files have been attached yet.

Demonstration of Values of Diversity, Justice, Equity, and Inclusion \*

Describe how you are putting these values of diversity, justice, equity, and inclusion into practice. What actions are you taking, and what are the desired and actual impacts (e.g., internal antioppression trainings, equitable hiring practices, fellowships/internships, board cultivation, collaborations/partnerships, programs/initiatives, research, updating policies)?

Audience Demographics\*

### How to Apply

Section 4

 Diversity, Justice, Equity, & Inclusion

eview panel will prioritize e makers who demonstrate ce of audiences that reflect emography of the opolitan New York City area, a focus on majority ALAANA cipation and disability and grant representation. ording to Census data, the
York City population is oximately 77% ALAANA, 10% jed, 52% female, and 37% gn-born. Source: US Census au American FactFinder 2011- American Community Survey ar Estimates.)
ribe your audience
ographics.
) .Dance.NYC/uploads/Advancement _Equity_Matrixxlsx to download they y matrix.
<ul> <li>must complete all tables. Once plete, please upload the file. Please the file with your organization name a beginning, following this format: tee Organization Name_Equity x.</li> </ul>
may find a sample demographic :y at .Dance.NYC/uploads/Sample_Dem nic_Survey.pdf
les have been attached yet.
h

this diversity? Please explain.

#### How to Apply

Section 4

 Diversity, Justice, Equity, & Inclusion

_	-
	Please confirm that your organization is compliant with the Americans with Disabilities Act (ADA) and rehearses and performs in ADA-compliant venues. If your
1	organization is not compliant with the ADA, what is your organization doing to ensure ADA compliance?
	How does your organization engage with and support disabled people (artists, audiences, cultural workers)?
	For a brief accessibility checklist created by the National Endowment for the Arts, visit: <u>adachecklist.org/doc/fullchecklist/</u> <u>ada-checklist.pdf</u>

#### Confirmation of ADA Compliance and Engagement of Disabled People\*

Limit: 100 words

How to Apply Section 4

> Diversity, Justice, Equity, & Inclusion: Equity Matrix

#### Diversity, Justice, Equity, and Inclusion (4 required tables)

When the review panel considers proposals, it will include in that consideration an understanding of the role historically marginalized groups play within applicant organizations. Specifically, the review panel seeks a grantee pool that reflects the demography of the New York City metropolitan area which is majority African. Latinatick, Asian, Arab, and Native American (ALAANA)-led, is majority female-led, and includes disabled and immigrant artists. To help in making that assessment, we ask you to complete the questions below. Please note DanceMVC prioritizes esti-disatification and encourages applicants to collect demographic data from its stakeholders in an anonymous matter. Sample demographic data survey/questionnaires can be found by visiting Dance.NYC/uploads/Sample\_Demographic\_Survey.pdf Dance/NYC discourages applicants from assuming the demographic information of its organizational staff, board, volunteers, artists, or audiences. If you need additional guidance, please contact us at danceadvancement/ind@data.ex.pt.

DanceNYC's use of terms builds on learning with established leaders and experts in justice, equity, and inclusion. DanceNYC recognizes that language is constantly in flux and that words might have different meanings depending on their context and use. DanceNYC experience of the source directory. Dance NYC Eldirectory. I refer to a full glossary and resource directory. Dance NYC Eldirectory.

#### 4 What are the racial demographics of your total staff and board, including leadership? (required)

5	•	African	Latinalolx	Asian	Arab	Native American		Multi-racial/ Multi-ethnic		Unknown	Totals
6	Artistic director/lead artistic staff memb	er									0
7	Remaining Staff										0
8	Board										0
9	Totals	0	0	0	0	0	0	0	0	0	0

#### What are the disability demographics of your total staff and board, including leadership? (required)

\*Disability\* and \*Disabled\* as used by DanceNYC are intended as markers of identity and membership within a specific minority group connected by social, political, and cultural experiences. The use of the term disability is not intended to assign medical significance. This use of language follows movements in disability studies and disability inghts, discussed in detail in Simi Linton's seminal Claiming Disability. Knowledge and Identity (similinton com/about\_claim.htm). Further, this formulation of disability encompasses all impairments—mobility and physical, sensory (including, but not limited to, vision and hearing), intellectual, cognitive and related relation and physical, whether readily apparent or not.

13		Disabled	Non-disabled	Decline to State	Unknown	Totals
14	Artistic director/lead artistic staff memb	er				0
15	Remaining Staff					0
16	Board					0
17	Totals	0	0	0	0	0

#### 19 What are the immigration demographics of your total staff and board, including leadership? (required)

Dance/NYC follows leadership in immigrant rights by embracing a wider understanding of the term "immigrant," one that allows individuals to self-identify as immigrants, regardless of their classification by U.S. Citizenship and Immigration Services, and includes people who are foreign-born and their descendants, Dance/NYC also recognizes the term as a marker for identification and membership within specific



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

Invitation to Self-Identif	v
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Name:

Date:

Ethnic and Racial Identity (Select all that apply)

Asian/Asian American

Black/African American

□ Hispanic or Latina/o/x

□ Middle Eastern/North African

Native American/American Indian/Alaska Native

□ Native Hawaiian/Pacific Islander

White

□ Multi-racial or multi-ethnic (2+ ethnicities/races)

Decline to state

If not listed, please specify: \_\_\_\_\_\_

#### Sample Invitation to Self-Identify Introduction and Instructions

We are an organization that values diversity, justice, equity, and inclusion. We collect information on our staff and board for purposes of cultivating diversity, in order to respond to grant and funding applications, and to participate in surveys on diversity. To that end, we are inviting our staff and board to self-identify via the questionnaire below.

<u>Please note that submission of this information is voluntary and refusal to provide any or all of the information will not subject you to adverse treatment.</u>

The information will be kept confidential and will only be reported for purposes of applying for grants and/or funding, participating in diversity-related surveys, and maintaining compliance with applicable federal, state and local laws, executive orders and regulations, including those which require the information to be summarized and reported to the government for civil rights enforcement purposes. When reported, data will not identify any specific individuals.



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

4	What are the racial demographics of your total staff and board, including leadership? (required)											
5		African	Latinalolx	Asian	∆rah	Native American	White	Multi-racial/ Multi-ethnic		Unknown	Totals	
6	Artistic director/lead artistic staff memb	er									C	·
7	Remaining Staff										C	1
8	Board										C	
9	Totals	0	0	0	0	0	0	0	0	0	C	,



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

#### 11 What are the disability demographics of your total staff and board, including leadership? (required)

\*Disability\* and \*Disabled\* as used by Dance/NYC are intended as markers of identity and membership within a specific minority group connected by social, political, and cultural experiences. The use of the term disability is not intended to assign medical significance. This use of language follows movements in disability studies and disability rights, discussed in detail in Simi Linton's seminal Claiming Disability. Knowledge and Identity (similinton.com/about\_claim.htm). Further, this formulation of disability encompasses all impairments—mobility and physical, sensory (including, but not limited to, vision and hearing), intellectual, cognitive and/or learning, and psychological, whether readily apparent or not.

				Decline to		
13		Disabled	Non-disabled	State	Unknown	Totals
14	Artistic director/lead artistic staff memb	er				0
15	Remaining Staff					0
16	Board					0
17	Totals	0	0	0	0	0
				•		

12



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

#### 19 What are the immigration demographics of your total staff and board, including leadership? (required)

Dance/NYC follows leadership in immigrant rights by embracing a wider understanding of the term "immigrant," one that allows individuals to self-identify as immigrants, regardless of their classification by U.S. Citizenship and Immigration Services, and includes people who are foreign-born and their descendants. Dance/NYC also recognizes the term as a marker for identification and membership within specific minority groups connected by social, political, and cultural experiences.

21		Immigrant	Non-immigra	Decline to State	Unknown	Totals
22	Artistic director/lead artistic staff memb	er				0
23	Remaining Staff					0
24	Board					0
25	Totals	0	0	0	0	0



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

27	What are the gender demographics of your total staff and board, including leadership? (required)										
28		(a person who identifies as a woman who	Trans man (a person who identifies as a man who was assigned female at birth)	Intersex	Nonconformi ng/Non- binary/ Genderquee	(a person who identifies as a	identifies as a man who was assigned male	Decline to State	Unknown	Totals	
29	Artistic director/lead artistic staff member	er								0	
30	Remaining Staff									0	
31	Board									0	
32	Totals	0	0	0	0	0	0	0	0	0	
33											



#### How to Apply Section 5

#### Financial & Governance Materials

Financial Information *	
Acceptable file types: xls, xlax. Choose Files	Go to www.Dance.NYC/Advancement_Fund_Fi nancial_Information.xisx to download the Financial Information file.
	You must complete all information in the tables. Once complete, please upload the file. Please save the file with your organization name at the beginning, following this format: Grantee Organization Name_Financial Information.
	You may find a sample financial information form at www.Dance.NYC/uploads/Sample_Financ ial_Information.xlsx
	No files have been attached yet.
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 (2017, 2018, 2019).
	Please save the files with your organization name at the beginning, following this format: Grantee Organization Name_IRS Determination Letter, etc.
	Select up to 4 files to attach. No files have been attached yet.
Audited Financial Statements *	
Acceptable file types: pdf.	Please upload your most recent audited financial statements, ideally for 2018. 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.
	Please save the files with your organization name at the beginning, following this format: Grantee

Organization Name\_2018 Audited Financial Statements, etc. Select up to 2 files to attach. No files have

been attached vet.

# How to Apply

## Section 5

## Financial & Governance Materials

Itemize any anticipate funding sources by name and amount for 2020 and 2021.
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.
Please save the file with your organization name at the beginning, following this format: Grantee Organization Name_Board of Directors List, etc.

No files have been attached yet.

# How to Apply Section 5 Financial & Governance Materials: Financial Information Form

Financial Information \*

Acceptable file types: xls, xlsx.



#### Go to

www.Dance.NYC/Advancement\_Fund\_Fi nancial\_Information.xlsx to download the Financial Information file.

You must complete all information in the tables. Once complete, please upload the file. Please save the file with your organization name at the beginning, following this format: Grantee Organization Name\_Financial Information.

You may find a sample financial information form at www.Dance.NYC/uploads/Sample\_Financ ial\_Information.xlsx

No files have been attached yet.



# How to Apply Section 5 Financial & Governance Materials: Financial Information Form

Topline Budget Information -- 2017-2019 (required)

	2017 (actual)	2018 (actual)	2019 (forecasted) [2]
Income			
Expense			
Surplus/(Deficit) [1]	0.00	0.00	0.00



How to Apply Section 5 Financial & Governance Materials: **Financial** Information Form

Budget Information (required)		
INCOME		
EARNED INCOME	2018 (actual)	Notes
Admissions/Box Office		
Contracted Services		
Tuition/Class/Workshop Fees		
Publications		
Fundraising Events (Gross)		
Other Earned Income		
TOTAL EARNED INCOME [1]	0	
CONTRIBUTED INCOME (NON GOVERNMENT)		
Corporate Contributions		
Foundations		
Individual Contributions		
Other Contributed Income		
SUBTOTAL CONTRIBUTED INCOME [1]	0	
GOVERNMENT INCOME		
Federal		
State		
City		
Local Arts Councils		
SUBTOTAL GOVERNMENT INCOME [1]	0	
TOTAL CONTRIBUTED INCOME [1]	0	
TOTAL IN-KIND AND/OR DONATED GOODS AND SERVICES INCOME [3]		
TOTAL INCOME [1]	0	

# How to Apply Section 5 Financial & Governance Materials: Financial Information Form

EXPENSES		
Personnel – Administrative [4]		
Personnel – Artistic [4]		
Personnel – Technical/production [4]		
Honoraria		
Outside Professional Services (consultants)		
Organization Space Rentals/Utilities		
Performance Space Rentals		
Rehearsal Space Rentals		
Travel/Transportaton/Per diem		
Advertising/Promotion/Marketing		
Other Expenses		
TOTAL EXPENSES [1]	0	
SURPLUS/(DEFICIT) [1]	0	

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# How to Apply Section 5 Financial & Governance Materials: Proof of Tax Status

Proof of Tax Status for Last 3 years \* Acceptable file types: pdf.

Choose Flies

Upload PDFs of your IRS determination letter and/or proof of fiscal sponsorship. Documents should reflect tax exempt status for at least three years (2017, 2018, 2019).

Please save the files with your organization name at the beginning, following this format: Grantee Organization Name\_IRS Determination Letter, etc.

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



# How to Apply Section 5 Financial & Governance Materials: Audited Financial Statements

#### Audited Financial Statements\*

Acceptable file types: pdf.

Choose Files

Please upload your most recent audited financial statements, ideally for 2018. If you do not have an audit, please submit your most recent 990.

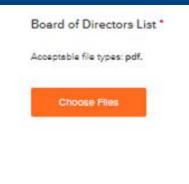
For fiscally sponsored projects, if you do not have a 990, please submit the 990 for your fiscal sponsor.

Please save the files with your organization name at the beginning, following this format: Grantee Organization Name\_2018 Audited Financial Statements, etc.

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



# How to Apply Section 5 Financial & Governance Materials: Board of Directors



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.

Please save the file with your organization name at the beginning, following this format: Grantee Organization Name\_Board of Directors List, etc.

No files have been attached yet.



# How to Apply

- Section 6
- **Supplementary Materials**
- Video sample
- Press Reviews (optional)
- Biographical Information (optional)



# How to Apply Submitting your application

 Complete applications, including all supplementary materials, must be submitted online by 6:00 p.m. EST on October 1, 2019.



### Timeline (Part 1)

- Call for proposals
- Webinars
- In-person sessions

   Flushing Town Hall
   Brooklyn Arts Council
   Staten Island Arts
   Northern Manhattan
   Arts Alliance
   Bronx Council on the Arts

   Submission deadline

August 23, 2019 Sep. 4, 2019, 5:30 p.m. - 7:30 p.m. Sep. 20, 2019, 11:00 a.m. - 1:00 p.m.

Sep. 9, 6:00 p.m. - 8:00 p.m. Sep. 10, 2:00 p.m. - 4:00 p.m. Sep. 12, 6:00 p.m. - 8:00 p.m. Sep. 16, 6:00 p.m. - 8:00 p.m.

Sep. 18, 6:00 p.m. - 8:00 p.m. October 1, 2019, 6:00 p.m.



## Timeline (Part 2)

- Panel review
- Grantee announcement
- Grant disbursements
- Interim report due
- Final report due

Mid-November 2019

January 2020 (anticipated)

Week of January 6, 2020 (1st payment) Week of January 4, 2021 (2nd payment) November 30, 2020

March 31, 2022



# **Frequently Asked Questions**

Find the FAQ page at Dance.NYC/Advancement\_Fund\_FAQ.

As appropriate, Dance/NYC's responses to questions received, including from webinars, will be added to the FAQ page within one week.



## Q & A

- Please submit your questions using the chat feature at the bottom of your screen.
- Use the "Chat to Everyone" feature so everyone can see all questions and reduce duplicates.
- Ask general questions. Questions specific to your organization should be fielded at an in-person session.
- Do not use the "Raise your hand" feature.
- Questions and answers, including those we may not get to today, will be posted online on the FAQ page as appropriate.

N ALLIANCE WITH DANCE/USA

# Still have questions?

# Write to us at:

danceadvancementfund@dance.nyc



# Thank you

