

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only
*The Application Preview is for REFERENCE ONLY.***

All applications must be submitted online through CCI's Submittable platform [here](#). We will not accept applications submitted by mail or email using this form. Responses to all questions/prompts are required unless otherwise noted.

For technical assistance (e.g., password or upload issues), request support at: <https://www.submittable.com/help/submitter/>. Submittable's business hours are 9 am – 5 pm MT. They aim to respond within 24 business hours.

For questions related to the LA County Performing Arts Recovery Grant guidelines (e.g., eligibility, timeline), contact CCI at grants@cciarts.org or call 415.288.0530 for assistance. For Deaf applicants and those with hearing loss, contact CCI using the [California Relay Service](#)—our staff are trained in making and receiving these calls.

Responses to all questions/prompts are required unless otherwise noted.

APPLICANT CATEGORY

Are you applying as an individual or an organization?

- Individuals – Proceed to **INDIVIDUAL ELIGIBILITY QUIZ**
- Organizations – Proceed to **ORGANIZATION ELIGIBILITY QUIZ**

INDIVIDUAL ELIGIBILITY QUIZ

1. Are you 21 years or older?
2. Do you live full-time in Los Angeles County?
3. Are you a full-time or matriculating student?
4. Do you have a documented history (at least five years) of developing, producing, and/or presenting work in the performing arts (dance, theater, music, and traditional and folk arts) in a public context, including online/digital platforms, in Los Angeles County?
5. Do you have a conflict of interest (family or financial relationships) with the boards, staff, and directors of CCI, LA County's Board of Supervisors, or LA County Department of Arts and Culture?
6. Are you applying to the Support for Organizations category?
 - ❖ Continue to **SECTION 1: APPLICANT INFORMATION**

ORGANIZATION ELIGIBILITY QUIZ

1. Is your organization based in Los Angeles County?
2. Are you a County-owned or operated organization?
3. Do you have a mission that expressly centers on the performing arts?
4. Do you have a documented history (at least five years) of developing, producing, and/or presenting work in the performing arts (dance, theater, music, and traditional and folk arts) in a public context, including online/digital platforms, in Los Angeles County?
5. Does your annual operating budget (i.e., your expenses) exceed \$5M?

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

6. Do you have a conflict of interest (family or financial relationships) with the boards, staff, and directors of CCI, LA County's Board of Supervisors, or LA County Department of Arts and Culture?
7. Are you applying to the Support for Individuals category?
 - ❖ Continue to **SECTION 1: ORGANIZATION INFORMATION**

SECTION 1: APPLICANT INFORMATION

1. Applicant Type (Choose One):
 - *Options: Individual Artist; Independent Producer*
 2. Legal First Name
 3. Legal Last Name
 4. OPTIONAL: Other Names (e.g., Stage, Artist, Preferred, or Chosen Name)
 5. Supervisorial District: *[Look up your District [here](#)]*
 6. Home Address
 7. City
 8. State
 9. Zip Code
 10. Phone Number
 11. Email
 12. OPTIONAL: Website URL
 13. Did you produce and/or perform in the Ford Theatres' Artist Partnership Program, Big World Fun, or Jam Sessions?
 - *Options: Yes, No, I don't know*
 - *If yes, in which program and year(s) did you perform/participate? (25 words)*
 14. How did you hear about this opportunity?
 - *Options: CCI Newsletter; CCI Website; CCI Workshop; CCI Social Media; Consultant; Friend/Colleague; Write-in Option (25 words)*
- ❖ Continue to **SECTION 2: PROPOSAL DETAILS**

SECTION 1: ORGANIZATION INFORMATION

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

1. Organization Legal Name
2. Primary Contact Legal First Name
3. Primary Contact Legal Last Name
4. OPTIONAL: Primary Contact Other Names (e.g., Stage, Artist, Preferred, or Chosen Name)
5. Primary Contact Title
6. Organization Supervisorial District: *[Look up your District [here](#)]*
7. Organization Mailing Address
8. Organization City
9. Organization State
10. Organization Zip Code
11. Primary Contact Phone Number
12. Primary Contact Email
13. OPTIONAL: Organization's Website URL
14. Organization Mission (*65 words*)
15. Organization Type
 - Options:*
 - *Nonprofit*
 - ❖ Upload a copy of your IRS tax determination letter.
 - ❖ What were the total expenses reported in your most recently filed 990?
Options: \$0-\$250,000; \$250,001-\$500,000; \$500,001-\$750,000; \$750,001-\$1,000,000; \$1,000,001-\$2,000,000; \$2,000,001-\$3,000,000; \$3,000,001-\$4,000,000; \$4,000,001-\$5,000,000
 - *For-profit*
 - ❖ What were the total expenses reported in your most recently filed income tax return?
Options: \$0-\$250,000; \$250,001-\$500,000; \$500,001-\$750,000; \$750,001-\$1,000,000; \$1,000,001-\$2,000,000; \$2,000,001-\$3,000,000; \$3,000,001-\$4,000,000; \$4,000,001-\$5,000,000

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

- *Fiscally Sponsored Organization (Models A or C)*
 - ❖ Upload a copy of your fiscal sponsorship agreement.
 - ❖ Upload a copy of your fiscal sponsor's most recent 990.
- *Producing Collective*
 - ❖ What were the total expenses reported in your most recently filed income tax return?
Options: \$0-\$250,000; \$250,001-\$500,000; \$500,001-\$750,000; \$750,001-\$1,000,000; \$1,000,001-\$2,000,000; \$2,000,001-\$3,000,000; \$3,000,001-\$4,000,000; \$4,000,001-\$5,000,000

16. Are you primarily a presenting or producing organization?

- *Options: Presenting, Producing, Both*

17. The LA County Department of Arts and Culture collects data on organizations' performing arts and culture reach. Select all descriptions of the specific communities/populations reached by your performing arts and culture programming since January 1, 2019.

- *Options: Specific BIPOC community. Please describe: [Open field; 25 words max]; Foster Youth or Former Foster Youth; People Experiencing Homelessness; Incarcerated or previously incarcerated individuals; Justice-impacted youth; Individual artists; Individuals with disabilities; Individuals in residential facilities or institutions; Individuals with low income; LGBTQ+ individuals; Military or veterans; Recent immigrants; Rural communities; General audience/constituency - no group specified; Pre-Kindergarten (0-5 years); K-12 (6-17 years); Young Adults (18-24 years); Adults (25-64 years); Older Adults (65 plus years); Other distinct group(s). Please describe: [Open field; 25 words]*

18. Did you produce and/or perform in the Ford Theatres' Artist Partnership Program, Big World Fun, or Jam Sessions?

- *Options: Yes, No, I don't know*
- *If yes, in which program and year(s) did you perform/participate? (25 words)*

19. How did you hear about this opportunity?

- *Options: CCI Newsletter; CCI Website; CCI Workshop; CCI Social Media; Consultant; Friend/Colleague; Write-in Option (25 words)*

❖ **Continue to SECTION 2: PROPOSAL DETAILS**

SECTION 2: PROPOSAL DETAILS

1. Provide a brief one to two-sentence summary of your funding request. Begin your summary with "*To support...*" (65 words) [The request summary will be used to introduce your proposal to panelists and should reference whether you intend to create,

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

document, and/or present an artistic work. Should you be awarded funding, this summary will be used in public-facing announcements.]

2. Amount Requested: *[Whole numbers only, not to exceed \$30,000. Do not insert commas or other punctuation. We recommend asking for the full amount!]*
3. Which discipline(s) best describes your work? (Select at least one option and no more than three.)
 - *Options: Dance, Music, Multidisciplinary, Theater, Folk and Traditional Arts, Write-in Option (25 words)*
4. What sub-discipline, if applicable, best describes your work (e.g., Son Jarocho, Taiko, Jazz, opera, musical theater, spoken word, sketch comedy)? If not applicable, enter "N/A."
 - *Open field (25 words)*
5. What is the primary project activity that the grant will support?
 - *Options: Creation of artistic work; Documentation of artistic work; Presentation of artistic work*
6. What are the primary sub-activities that will occur during the grant period? (Select up to three.)
 - *Options: Creation; Documentation; Presentation; Workshopping; Reading; Collaboration; Planning; Hiring/Contracting; Fundraising; Pre-production; Marketing & Outreach; Audience Engagement; Recording; Archiving; Touring; Training (enter topic in Write-in Option field); Write-in Option (25 words)*
7. If your project is funded, what key additional needs will this grant help you access? (Select all that apply.)
 - *Options: Creative Space; Digital/Technology or Equipment; Collaborations; Equitable Partnerships; Time for Artistic Work; Write-in Option (25 words)*

SECTION 3: NARRATIVE

Applicants are strongly encouraged to consider the review criteria in the Guidelines when composing their narrative responses. Regarding format, responses can be bulleted or complete sentences, whichever is easier, so long as the concept is clear and easy to understand. Per word limits, 150 words are roughly one and a half paragraphs, and 350 words are approximately four.

1. What is the mission/purpose of your performing arts work? *(150 words)*
2. Describe your audience and/or the communities that support you and your importance to them. *(350 words)*

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

3. Describe your role in and contributions to LA County’s performing arts ecosystem. (350 words)
4. List key productions/performances in LA County since January 1, 2019. Include the date, location (indicate if virtual or list physical location address), and approximate number of audience members in attendance. Bulleted lists are encouraged! (350 words)
5. Describe the project for which you are seeking funding, providing details regarding the use of funding, primary project activities to take place during the grant period, collaborators, if any, and timeline. (350 words)
6. The LA County Department of Arts and Culture's vision is of a region in which arts, culture, and creativity are integral to every aspect of civic life for all people and communities, with a lens of cultural equity and inclusion. In what way(s) does your proposed project align with and advance cultural equity and inclusion in the region? (350 words)
7. The goals of the LA County Performing Arts Recovery Grant initiative are to support the LA County performing arts sector; stimulate the sector’s continuing recovery from the COVID-19 pandemic; support the creation, presentation, and documentation of artistic work for LA County audiences and communities; advance cultural equity and inclusion, and equitable partnerships; and strengthen the region’s cultural infrastructure and capacity. In what way(s) does your project help to realize one or more of these goals? (350 words)
8. Approximately how many people will be hired (i.e., paid) to work on the proposed project, if funded? Note that your response is for informational purposes only and will not affect the application score. [Numeric response – if no one will be hired, enter “0”]

SECTION 4: PROFESSIONAL EXPERIENCE

This section aims to help panelists quickly familiarize themselves with the applicant’s experience and activities in the field. Please refer to the page limits specified below. Excess pages will not be reviewed.

INDIVIDUALS

- Upload a copy of your CV or résumé (3 pages max; .pdf, .doc, and .docx formats accepted).

ORGANIZATIONS

- Upload a single document that includes a compilation of bios for core staff/collective members and a list of current and past productions, including date and venue (3 pages max; .pdf, .doc, and .docx formats accepted).

SECTION 5: BUDGET

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

The project budget is a tool for conveying to panelists what the applicant needs to realize their proposed project fully. Artist fees and compensation, staff salaries, venue/space costs, supplies and materials, equipment, research, overhead, training, and travel are examples of line item expenses that may be reflected in the project budget.

In addition, we encourage applicants to compensate artists, staff, designers, et al. at or above a fair living wage. Wages must also be compliant with State, local, and federal laws. Resources for considering appropriate rates and ranges can be found at the [Teaching Artists Guild Pay Rate Calculator](#), [Working Artists and the Greater Economy \(W.A.G.E\) Fee Calculator](#), and [MIT's Living Wage Calculator](#).

1. **Upload a 1-page version of your budget.** If your total expenses are projected to exceed the requested grant award amount, list your additional income sources and their status (.xls, .xlsx, .doc, .docx, and .pdf file formats accepted). A sample project budget is available [here](#).
2. **Enter the total amount of income** (including pending and prospective funds):
(The amount entered should match the income total in your uploaded budget.)
3. **Enter the total amount of expenses:**
(The amount entered should match the expense total in your uploaded budget.)
4. **Budget Notes:** Explain any items that need clarification to help panelists interpret your budget. Budget notes can be bulleted or in a narrative format—whichever is easier. While we strongly encourage each applicant to provide budget notes, if you have none, enter “Not applicable.” (300 words)

SECTION 6: WORK SAMPLES

Work samples accompany the review of applications and are critical in helping panelists acquaint themselves with your work. For the performing arts, panelists prefer to review substantive artistic excerpts rather than short, edited clips with heavy narration. In general, it is best to select examples of recent work (2019 or later) and, if applicable, work related to your project. Additionally, we recommend avoiding samples that have poor visibility or audio quality.

Panelists will review samples for up to 5 minutes in total. **If only one sample is included, it must be of a live performance. Submitting only text or image-based materials will not be acceptable for this performing arts grant.** If you are submitting more than one type of work sample, you cannot submit the recommended total for each type. For example, you can submit 2 minutes of audio and 3 minutes of video but NOT 5 minutes of audio and 5 minutes of video. If you are uploading text or image-based materials, five pages equate to 5 minutes.

Finally, we strongly advise all applicants to test their uploaded work sample(s) for functionality. Corrupted, password-protected, or otherwise inaccessible work samples will render the application incomplete and ineligible for review.

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

Requirements

- Only one work sample is required; however, applicants can submit up to three samples. **If only one sample is included, it must be of a live performance. Submitting only text or image-based materials will not be acceptable for this performing arts grant.**
- Work samples must be uploaded directly to the Submittable platform. We will not accept documents that link to an outside platform.
- There is a size limit of 400 MB per uploaded file and 800 MB for the complete application submission. Please cue your sample(s) to the desired start time or include playback instructions in the work sample description.
- **Each uploaded work sample must be accompanied by a one to two-sentence description that provides contextual information and viewing/playback instructions (if applicable).** For example, “Recording of my one-woman show, SOLO, presented in February 2022 as part of the XYZ Festival. Start sample at 00:05:03 and play until 00:08:18.”

We will accept the following file formats:

- **Video:** .avi, .mp4, .mov, and .mpg files accepted. If your sample is more than 5 minutes, include the desired start/end times in the work sample description. We recommend the MPEG4 (H.264) format with a minimum 640x480 resolution and MP3 audio. Resizing your video to these specifications before uploading will help your samples look better. **Video is the required work sample type if only one sample is submitted.**
- **Audio:** .aiff, .wav, .m4a, and .mp3 files accepted. If your sample is more than 5 minutes, include the desired start/end times in the work sample description.
- **Text/Image-Based Materials:** .doc, .docx, and .pdf files accepted. Up to five (5) letter-size (8.5 x 11 inches) pages of ephemera may be combined to create a single text/image-based work sample. Examples of this work sample type include marketing materials, press, and playbills/programs.

For technical assistance (e.g., upload issues), request support at:

<https://www.submittable.com/help/submitter/>. Submittable’s business hours are 9 am – 5 pm MT. They aim to respond within 24 business hours.

SECTION 7: PANELIST NOMINATIONS

CCI will invite panelists with various backgrounds and expertise to review eligible applications and make award recommendations. Prospective panelists will be identified via the Department of Arts and Culture’s robust and diverse list of panelists and through input from the Fund’s applicants, who are required to nominate at least one and no more than three individuals or organizations that they feel are critical to the County’s performing arts ecosystem and whose judgment they trust in recommending grantees for funding.

Please note the following as you consider potential nominees:

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

- We anticipate receiving far more nominations than we can accommodate. For this reason, we cannot guarantee that your nominee will be invited to serve as an LA County Performing Arts Recovery Grant panelist.
- We encourage you to nominate an individual or entity with no potential for a conflict of interest, which we define as having an active financial or familial relationship. If your nominee is invited to serve as a panelist, and there is a real or perceived conflict of interest, they cannot review and score your application.
- This application section (i.e., Section 7) will be concealed from panelists. In other words, the panel will not see your responses or factor them into their review.

Required - Nominee #1

Nominee Type (Select one):

Options:

- **Individual** (including artists, producers, designers, staff at organizations, etc.)
 - Continue to **Individual Nominee** section
- **Organization** (including nonprofits, for-profits, fiscally sponsored organizations, and producing collectives)
 - Continue to **Organization Nominee** section

Individual Nominee

1. First Name
2. Last Name
3. Phone Number
4. Email
5. Optional – Website
6. What is your relationship to the nominee? *(25 words)*
7. Briefly, why are you nominating this individual? *(50 words)*

Organization Nominee

1. Organization Name
2. Primary Contact First Name
3. Primary Contact Last Name
4. Primary Contact Title
5. Primary Contact Phone Number
6. Primary Contact Email
7. Optional – Website
8. What is your relationship to the nominee? *(25 words)*
9. Briefly, why are you nominating this organization? *(50 words)*

Optional – Nominee #2

See prompts above

Optional – Nominee #3

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

See prompts above

SECTION 8: AWARD ADMINISTRATION

If you are recommended and approved for funding, the information requested below will expedite the preparation of your grant contract and processing of your award payment. We appreciate your support.

INDIVIDUALS

1. If you are awarded a grant, who will receive the funds?

Options:

- *I will receive the funds.*
 - *I will use a fiscal sponsor.*
 - ❖ Provide the fiscal sponsor's name, mailing address, and the authorized contract signatory's first and last name, title, and email. If you do not have this information, enter "Please contact me."
 - *I will use my business.*
 - ❖ Provide the business name and mailing address. If the authorized contract signatory is someone other than yourself, enter their first and last name, title, and email.
 - *A nonprofit I am affiliated with will receive the funds.*
 - ❖ Provide the nonprofit's name, mailing address, and the authorized contract signatory's first and last name, title, and email. If you do not have this information, enter "Please contact me."
 - *I'm not sure; please contact me.*
2. **Image:** Upload a landscape-oriented photograph (2019 or later) of you or a representative image of your work with a description that includes the names of any individuals in the image (L to R), location, photographer credit, and year. [.jpg, .png, and .pdf file formats accepted]
3. **Bio:** Enter a brief, two to three-sentence bio for yourself. (75 words)

ORGANIZATIONS

1. If your organization is awarded a grant, who will receive the funds?

Options:

- *Nonprofits*
 - ❖ Provide the authorized contract signatory's first and last name, title, and email, as well as a mailing address if different from the address entered in Section One.
- *Fiscally sponsored Organizations/Projects*

**LA County Performing Arts Recovery Grant
2023 Application Preview
For Reference Only**

- ❖ Provide the fiscal sponsor’s name, mailing address, and the authorized contract signatory’s first and last name, title, and email. If you do not have this information, enter “Please contact me.”
 - *For-profits*
 - ❖ Provide the authorized contract signatory’s first and last name, title, and email, as well as a mailing address if different from the address entered in Section One.
 - *Producing Collectives*
 - ❖ Provide the authorized contract signatory’s first and last name, title, and email, as well as a mailing address if different from the address entered in Section One.
 - *I’m not sure; please contact me.*
2. **Image:** Upload a landscape-oriented photograph (2019 or later) that is representative of your organization’s work with a description that includes the names of any individuals in the photo (L to R), location, photographer credit, and year. [.jpg, .png, and .pdf file formats accepted]
3. **Bio:** Enter a brief, two to three-sentence description of your organization or producing collective. *(75 words)*

SECTION 9: CERTIFICATION

I certify I have read and met the eligibility requirements stated in the LA County Performing Arts Recovery Grant guidelines and that all the information provided in this application is correct to the best of my knowledge. I further acknowledge that the Center for Cultural Innovation is not liable for damage or loss of materials submitted.

[check box] By checking this box, I certify that the above is true.