



SF ARTS & ARTISTS RELIEF FUND

OVERVIEW

San Francisco Arts Commission (SFAC) and Grants for the Arts (GFTA) have launched an emergency relief fund—the San Francisco Arts & Artists Relief Fund—to mitigate COVID-19 related financial losses that artists and small to mid-size arts and culture organizations have suffered. San Francisco’s arts and culture ecosystem is fragile, vital, and at risk—it’s necessary we respond immediately. The San Francisco Arts & Artists Relief Fund will initially provide \$1.5 million in financial support to the individuals and organizations that anchor our vulnerable and vitally important cultural communities.

The Fund will offer two categories of support: Individuals (artists, teaching artists, cultural producers, etc.), and Organizations (501(c)3 nonprofits, fiscally sponsored organizations, collectives and mutual aid societies of artists, artist cooperatives, cultural land trusts, etc.). One need not be a current or previous SFAC/GFTA applicant or grantee to apply.

Crisis moments are challenging, but also offer the opportunity to reshape the future. The Fund is being administered and adjudicated by the Center for Cultural Innovation (CCI), a trusted intermediary focused on the economic security of people in the arts. CCI will additionally manage a Google Group (i.e., a listserv) for individual applicants that will facilitate the exchange of expertise, advice, and resources (e.g., negotiating lower credit card interest rates, managing student loan debt, sharing job or space opportunities). In this time of physical isolation, the Google Group will help foster social connections, build a shared sense of community, and cooperatively exchange useful information and resources.

PROGRAM

The Fund will prioritize the financial needs of individuals and organizations who are of and serving cultural populations that have been and remain financially vulnerable—black, indigenous, immigrant, trans, and people with disabilities. It is imperative that we do not lose their participation in shaping the County’s unique and diverse cultural identity. Individuals may apply for up to \$2,000 and use the award however they see fit. Awards to organizations will

range up to \$25,000 and will be scaled based on budget size, up to \$2 million. These general operating grants may be used to pay rent and salaries, to retain employees, and to help keep artists and organizations in San Francisco.

Applications will be reviewed and adjudicated on a bi-weekly basis (every two weeks). The Fund is meant to cover a period of roughly three months—a critical period for individuals unable to qualify for unemployment benefits and organizations that need time to adjust to new budget realities. We anticipate a high volume of requests. Therefore, awards may be less than the amount requested so that funds can be distributed as widely and as long as possible.

UPDATE (APRIL 5, 2020): DUE TO A HIGH VOLUME OF REQUESTS, APPLICATIONS WILL BE ACCEPTED UNTIL APRIL 15, 2020 AT 5:00 P.M. PST.

PRINCIPLES

CCI will operate the program with the following ethos:

Trust: We intend to operate this Fund in a way that provides some relief from stress, anxiety, and isolation. To that end, we ask for relatively little by way of documentation. We trust that those who apply have artistic, cultural, and creative practices that have been shared in ways that contribute to their communities and that authentically are by and of these priority vulnerable communities.

Generosity: No one funder can ameliorate the financial impacts of the COVID-19 pandemic. Before applying, we ask for self-assessment of your financial state of need. Only apply when and for an amount that you most critically need. This way, we can stretch the Fund's resources as much as possible.

Community: We know that the arts community is resourceful, and we encourage applicants of the program to share what they need and what they can offer, particularly when it comes to advice, expertise, and resources. If you've successfully re-negotiated student loan debt, pay this opportunity forward by helping someone else realize the same positive outcome. The Google Group will be porously managed, and can be open to anyone applicants of the program wish to invite.

ELIGIBILITY

Individuals (artists, teaching artists, cultural producers, etc.)

- Must be a full-time resident of San Francisco; and
- Must not be eligible for, or currently on unemployment

Organizations (501c3 nonprofits, fiscally sponsored organizations, collectives and mutual aid societies of artists, artist cooperatives, cultural land trusts, etc.)

- Must conduct primary business in, and have services* that benefit San Francisco (there is no residency requirement for employees);
- Must not be a Cultural Center operating in a City-owned building;

- Annual operating budget may not exceed \$2 million (Funding amounts will be based on the actual budget size of the most recently completed fiscal year, using the following tiers: For budgets up to \$999,999, grants will be up to \$10,000; for budgets of \$1M-\$1,499,999, grants will be up to \$15,000; and for budgets of \$1.5-\$2 million, grants will be up to \$25,000.); and
- ****Commercial businesses are not eligible to apply.**** (Please refer to the [San Francisco Office of Economic and Workforce Development](#) for support and resources.)

**Organizational applicants that are using a fiscal sponsor must be based in the San Francisco Bay Area and 75% of their programming must take place in the City and County of San Francisco. This requirement refers to the applicant and not the location or activities of the fiscal sponsor.*

REVIEW CRITERIA

- Demonstrate urgent financial need.
- Priority will be given to individuals and organizations that are of and serving cultural populations that are financially vulnerable—black, indigenous, immigrant, trans, and people with disabilities.

REVIEW PROCESS & TURN-AROUND

Funding recommendations will be made by CCI, and approved by SFAC and GFTA. Decisions will be made on a bi-weekly basis, based on meeting eligibility and review criteria, and will be delivered via e-mail. Checks will be mailed, so grantees must account for processing and mail delivery times. Awards may be less than the amount requested so that funds can be distributed as long and as widely as possible.

The Fund will aim at meeting the following notification deadlines:

For applications received...	Notification will be made by...
March 25 - April 1	April 8
April 2 - April 15	April 22
April 16 - April 30	May 6
May 1 - May 14	May 20
May 15 - May 28	June 3
May 29 - June 11	June 17
<i>An announcement will be made on or prior to June 11 as to the status of the Fund's available resources.</i>	

UPDATE (APRIL 5, 2020): DUE TO A HIGH VOLUME OF REQUESTS, APPLICATIONS WILL BE ACCEPTED UNTIL APRIL 15, 2020 AT 5:00 P.M. PST.

HOW TO APPLY

~~Applications will be accepted on a rolling basis beginning on March 25, 2020 at 12:00 p.m. (noon) PST. There is no application deadline at this time.~~ **Update (April 5, 2020): Due to a high volume of requests, applications will be accepted until April 15, 2020 at 5:00 p.m. PST.**

Grantmaking decisions and checks will be issued twice a month until the Fund is depleted, at which point, an announcement will be posted on the program webpage, at www.cciarts.org/EmergencyRelief.htm. Applicants may receive support only once, unless the Fund is replenished, expanded, or not depleted by the end of the three-month period, in which case, this restriction will be reviewed.

The San Francisco Arts & Artists Relief Fund online application can be accessed at: <https://ccigrants.gosmart.org/>

Applications will be accepted online **ONLY** through CCI's GO Smart™ system. **All new applicants MUST register** for an account with the GO Smart™ system before they will be able to access the grant application.

APPLICATION

The GO System will provide two application tracks: Individuals and Organizations.

If applying as an Individual, in addition to collecting your contact information, demographic information that is used to assess eligibility and for us to understand the population we are serving, amount of funding requested, and website URL, you will be asked to describe in 1-2 paragraphs your current financial situation, what loss of income you have been facing since mid-March, and why you need funds now. The URL (or an equivalent ephemera) should demonstrate that the applicant has an artistic and cultural practice (broadly defined as ranging from fine arts to expressing cultural identity).

If applying as an Organization, in addition to collecting your contact information, demographic information that is both for assessing eligibility and for us to understand the population we are serving, and amount of funding requested, organizations will need to provide:

- Narrative: In no more than one page, describe your organization's service to financially vulnerable populations; your financial situation and why your organization needs relief funding now; and how funding will help retain employees or continue operations.
- Financials:
 - Income and Expense Statement for the most recently completed fiscal year, as well as additional explanations of (a) salary and benefits line items to identify number of full- and part-time employees and (b) how the current year's salary obligations may deviate from last year;
 - Most recent bank statements that can demonstrate (a) lack of income coming in and (b) depletion of cash reserves that would indicate a state of precarity.
- Fiscally Sponsored Organizations ONLY: Include a copy of your fiscal sponsorship agreement and a statement from your fiscal sponsor attesting that 75% of your programming takes place in the City and County of San Francisco.

REPORTING

Grantees will be required to submit a brief (no more than one page), final report three months after receipt of the award. The final report will ask how the grant was used and what occurred as a result of receiving funding.

QUESTIONS

If you have questions about the Fund or the application process, contact CCI at grants@cciarts.org or (415) 288-0530.