



## 2016 Neighborhood & Community Arts (NCA) Program

The Office of Arts & Culture's **Neighborhood & Community Arts (NCA)** Program is dedicated to supporting and encouraging the vibrant cultural work being done in and by communities throughout Seattle.

This program supports neighborhood arts councils and community-based groups that have established a track record for producing recurring festivals or events that promote arts and cultural participation, celebrate our diversity, build community connections, and enhance the visibility of neighborhoods through arts and culture.

### **ELIGIBILITY**

#### ***Who can apply:***

- Neighborhood arts councils and local community-based groups serving diverse cultures that have been in existence for at least one year at the time of application
- Groups that are not funded through Civic Partners, City Artists, or smART ventures in 2016
- Groups may apply with a fiscal sponsor; they do not have to be 501(c)(3) nonprofits.

If funded, applicants will need a City of Seattle Business license.

#### ***Qualifying events must:***

- be previously produced, and recurring,
- have a significant arts and culture component,
- be open to the public, and
- take place in the city of Seattle between January and December 2016.

You may submit only one application per year to this program. Eligible groups may submit applications for distinct projects to both Neighborhood & Community Arts (NCA) and [Put the Arts in Parks](#) program as long as the projects meet the respective guidelines and eligibility. If a single project qualifies for both PAP & NCA funding the application can be submitted for both programs but will only receive funding from one (not both programs).

### **FUNDING**

Funded organizations will receive two (2) years of NCA funding support (for events in 2016 and 2017) of **\$1,200 per year** to support **direct project expenses**: artist fees, marketing and promotional fees, project management and personnel costs, supplies, equipment rentals or other production-related costs. Funds may not be used for fundraising, gifts, organizational administrative costs not directly related to the project, or the purchase of equipment or food. There is no partial funding for this program.

### **PROGRAM CRITERIA**

- **Quality of Project:** clear, well-conceived, authentic relationship to neighborhood or other community of interest, promotes arts participation and community relations.
- **Community Impact:** project plan describes meaningful efforts to create community participation and reach a diverse audience.
- **Feasibility:** the organization has a proven track record of presenting this and/or other event(s); evidence of community involvement and support; and clear realistic budget for the event.

## **DEADLINE**

The online application must be submitted by 11 p.m., Friday, Oct. 30, 2015. The application is available at: <http://www.seattle.gov/arts/neighborhood-and-community-arts>

## **APPLICATION REVIEW AND NOTIFICATION**

An independent peer panel of artists and community representatives will review and evaluate applications according to the program criteria and recommend funding. **Funding notification will be made by the end of December 2015.**

**Questions? We're here to help!** Contact Jenny Crooks at 206-684-7084 or [jenny.crooks@seattle.gov](mailto:jenny.crooks@seattle.gov)

## **Free Information Session**

Learn what makes a strong application, including information about other funding programs. This interactive question-and-answer session will cover specifics on eligibility and how to apply. First time applicants are encouraged to attend. Please register for the session by contacting Jenny Crooks at (206) 684-7084 or e-mail at [jenny.crooks@seattle.gov](mailto:jenny.crooks@seattle.gov).

**Wednesday, September 30, 2015, 6:30 – 8 p.m.**

[2100 Building](#), 2100 24<sup>th</sup> Avenue South, Seattle, WA 98144

**Saturday, October 3, 2015, 10:15 – 11:45 a.m.**

Lake City Branch Library, 12501 28th Ave. N.E., Seattle, WA 98125

## **TIPS FOR SUCCESS**

- Update or complete your basic registration and profile at [www.culturegrants-wa.org](http://www.culturegrants-wa.org) right away.
- Explore the online application *ahead of time*, especially if you're a first time applicant.
- Preview guidelines, check your eligibility and read instruction boxes.
- Attend the workshop/draft review session, especially if you're a first-time applicant.
- Start writing or outlining your application narrative *early*. You may wish to write it first in a separate document to see your whole story clearly.
- Be sure to save and re-read your work *before* you submit.
- Focus on the art and culture component of your event.
- Call the project manager with questions well in advance of the deadline. We are happy to assist you, but last-minute help is limited due to timing.
- Submit early in case you need time to correct errors in the application.
- Double-check your budget and make sure income equals expenses.