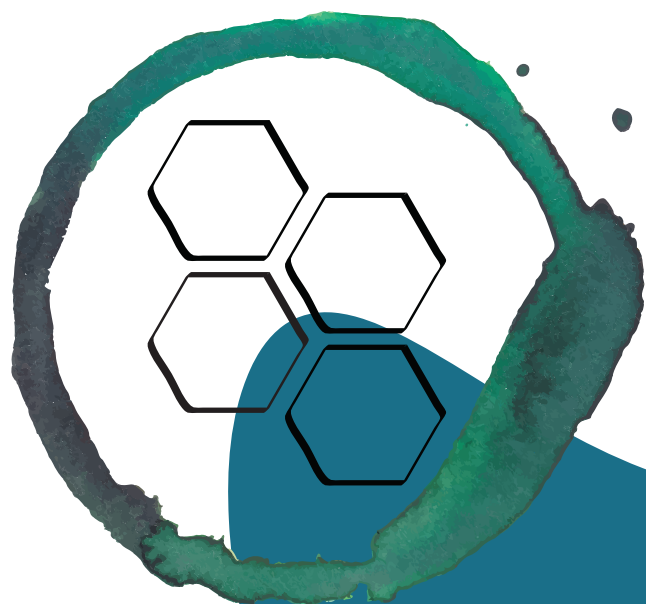




## 2023 GRANT GUIDELINES



# KDA CREATIVE CORPS 2023 GRANT GUIDELINES

**LETTER OF INTENT APPLICATION DEADLINE: February 17, 2023 @ 11:59 PM**

**GRANT APPLICATION DEADLINE: March 31, 2023 @ 11:59 PM**

Total Allocation: \$3,378,757.00

Grant Request Amount: Individual Artists up to \$150,000, Organizations up to \$300,000

Sub-Grantee Activity Period: May 1, 2023 - May 1, 2024

Matching Funds: Not required

Apply at [kdacreativecorps.org](https://kdacreativecorps.org)



## ABOUT THE CREATIVE CORPS

### CALIFORNIA CREATIVE CORPS BACKGROUND & PURPOSE

The 2021 State Budget included a \$60 million one-time General Fund allocation for the California Arts Council (CAC) to implement the California Creative Corps pilot program, a media, outreach, and engagement campaign designed to increase: (1) public health awareness messages to stop the spread of COVID-19; (2) public awareness related to water and energy conservation, climate mitigation, and emergency preparedness, relief, and recovery; (3) civic engagement, including election participation; and (4) social justice and community engagement. The CAC sees this program primarily as a job creation and infrastructure development opportunity that will increase the ways in which artists are engaged in public work so that they can continue to support the realization of these goals—and intersectional public interest goals—beyond the three-year pilot funding timeline.

Grant guideline development began with the convening of California Creative Corps Community Development Panels, first by region and then with one statewide panel including representatives from each region. The panels included artists, culture bearers, creative individuals, and arts administrators that represented the priority populations to be engaged, and who work in the intersectional focus areas of the Creative Corps program. The panels articulated their communities' values, needs, and opportunities, and identified ways in which the Creative Corps program might address them.

1 Regions are based on those outlined in the [Otis Report on the Creative Economy](#).

### KDA CREATIVE CORPS

**Kern Dance Alliance** (KDA) was awarded \$4,223,447 by the **California Arts Council** (CAC) to administer the **California Creative Corps** program throughout the Central Valley and Eastern Sierra region of the state.

The California Creative Corps is a pilot program designed to promote community and civic engagement, spread awareness about water and energy conservation, climate change, emergency preparedness, relief and recovery through the arts. **Fourteen organizations**, including KDA, were selected statewide to regrant funds in their region to arts and social service organizations, individual artists, and cultural workers.

The KDA Creative Corps (KDACC) will regrant funds to arts and social service organizations, individual artists, and cultural workers throughout 14 counties in the Central Valley and Eastern Central region of the state. From south to north, they include Kern, Kings, Tulare, Inyo, Fresno, Madera, Mono, Merced, Mariposa, Stanislaus, Tuolumne, San Joaquin, Calaveras and Amador counties.

The \$4.2 million California Arts Council grant will be used exclusively for regranting and administration of the KDA Creative Corps. It will not be used to fund KDA's existing programs, which will continue to operate alongside the KDA Creative Corps. KDA will continue to need funding and community support to meet its daily and annual operating needs.



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## CREATIVE CORPS ADMINISTRATION AND GOALS

### PROGRAM ADMINISTRATION

The KDACC is a California Creative Corps administering organization (AO) in the **Central Valleys region**.

The KDACC will be responsible for the planning and implementation of the California Creative Corps program in the Central Valley service area, including but not limited to:

- Utilizing and prioritizing data on communities in the lowest quartile of the **California Healthy Places Index** to establish a program design that positively impacts those communities in the four program focus areas
- Implementing regional and/or statewide, culturally and discipline-specific engagement strategies to priority communities and trusted culture bearers
- Distributing funds to sub-grantees
- Mentoring—through professional development, workshops, or other opportunities— individual artists, cultural practitioners, and nonprofit organizations over the course of the grant application, award, and activity period
- Increasing visibility of the work of artists, cultural practitioners, and nonprofit organizations in their region and/or statewide
- Managing the application processes for sub-grantee individual artists and organizations through the application period, application screening, adjudication, award management, and reporting
- Engaging in robust outreach to ensure comprehensive geographic reach within the service area for sub-grantee organizations, artists, and cultural practitioners

- Engaging in regular reporting to and collaboration with the California Arts Council (CAC), including providing interim and final reports on program outcomes and findings

## Program Goals

1. The California Creative Corps program is a job creator.
2. The California Creative Corps program increases the ways in which artists engage in public work.
3. The California Creative Corp program uplifts new communities served (counties and cities not strongly represented in prior CAC grant making).
4. The California Creative Corps program supports artists who identify as representing communities residing in the lowest quartile of the California Healthy Places Index.
5. The California Creative Corps program helps to cultivate a better California for all.



## SUB-GRANTEE ELIGIBILITY

### WHO CAN APPLY

The KDACC is seeking applicants from arts and social justice organizations as well as individual artists and culture bearers to create projects that fall in line with the four program focus areas: (1) public health awareness messages to stop the spread of COVID-19; (2) public awareness related to water and energy conservation, climate mitigation, and emergency preparedness, relief, and recovery; (3) civic engagement, including election participation; and (4) social justice and community engagement.

The intention of this grant program is to provide as broad a geographic reach as possible and serve all 58 counties, while prioritizing communities that demonstrate the highest levels of need as indicated by the **California Healthy Places Index**. The KDACC will serve the Central Valley region and 14 counties including Kern, Kings, Tulare, Inyo, Fresno, Madera, Mono, Merced, Mariposa, Stanislaus, Tuolumne, San Joaquin, Calaveras and Amador counties.

Neighborhood by neighborhood, the Healthy Places Index (HPI) maps data on social conditions that drive health — like education, job opportunities, and clean air and water. This data is used by community leaders, policymakers, academics and other stakeholders to compare the health and well-being of communities, identify health inequities, and quantify the factors that shape health.

Funded sub-grantee organizations, artists and cultural practitioners must demonstrate strong, ongoing relationships with communities that fall within the lowest quartile of the **California Healthy Places Index** and will support meaningful engagements with those communities through this grant.

## **SUB-GRANTEE REQUIREMENTS**

**The KDACC will award funding to sub-grantees that are arts and social service organizations, individual artists, and cultural workers. While a sub-grantee can apply to multiple AOs, grantees can only receive funding from ONE AO.**

The KDACC shall regrant California Creative Corps funds to California-based individual artists ages 18 and above; and to units of government and nonprofit organizations (both arts and non-arts-based) that meet the following eligibility criteria:

### **SERVICE REGION:**

The KDACC will award grantees from the Central Valley service area. The grantee must live, work, and/or serve one of the following California Central Valley region areas, as follows:

- Kern
- Kings
- Tulare
- Inyo
- Fresno
- Madera
- Mono
- Merced
- Mariposa
- Stanislaus
- Tuolumne
- San Joaquin
- Calaveras
- Amado

### **INDIVIDUAL ARTISTS:**

- **18 years or older**
- **Letter of recommendation** - Individual artists must provide at least one letter of recommendation citing the artists qualifications and/or artistic work history.
- **Artistic evidence** - Individual artists must submit work samples of past artistic projects.

### **ORGANIZATIONS:**

- **501(c)(3) organization as applicant or fiscal sponsor** - Nongovernmental applicant organizations must demonstrate proof of nonprofit status under section 501(c)(3) of the Internal Revenue Code, or section 23701d of the California Revenue and Taxation Code.
- **Local government** – A unit of municipal or county government; or a tribal government.
- **Applicant organizations using fiscal sponsors** - An applicant organization that is without nonprofit status must use a California-based fiscal sponsor with a federal 501(c)(3) designation to apply for funding. For-profit businesses and individuals may not use a fiscal sponsor to apply to KDACC organizational grants. Types of applicant organizations eligible to apply using a fiscal sponsor include, but are not limited to artist collectives, guilds, and 501(c)(6) organizations.

- A **Letter of Agreement** between the fiscal sponsor and the applicant organization must be signed by a representative from both parties and submitted with the application. A blank signature field will not be accepted. **If a grant is awarded, the fiscal sponsor becomes the legal contract holder with the KDACC.**
- A fiscal sponsor change is not permissible during the Grant Activity Period, except in extenuating circumstances based on staff assessment.
- Fiscal sponsors must have a minimum two-year history of consistent engagement in arts programming and/or services prior to the application deadline. (Acting as a fiscal sponsor to arts and cultural organizations is considered an arts service.) See additional information from the California Arts Council and fiscal sponsors [HERE](#).

Applicants must also comply with the requirements below. All applications must include the listed items at the time of submission in order to be reviewed, ranked, and considered for funding.

- **California-based** - Documentation as being a California-based artist or nonprofit arts/cultural organization; an arts-based unit of municipal or county government; or a tribal government, or nonprofit social service organization with regular ongoing arts programming and/or services and a principal place of business in California
- **Financial documentation** - Organization applicants must provide a minimum of two years of basic financial information via the Budget Snapshot.
- **Certificate of good standing** - Nonprofit organizations must have “active status” with the California Secretary of State (SOS) showing evidence of “good standing” at the time of application. You can verify your organization’s status by conducting a search using the SOS online [Business Search](#) tool. An indication of “active” (versus “suspended,” “dissolved,” “canceled,” etc.) confirms that your nonprofit corporation exists, is authorized to conduct business in the State of California, has met all licensing and corporation requirements, and has not received a suspension from the Franchise Tax Board.
- **Signatures on required attachments** - Letters and other attachments requiring signatures must include completed digital or scanned signatures in order to be considered for funding. A blank signature field will not be accepted.

#### **ADDITIONAL CREATIVE CORPS CENTRAL VALLEY REGION ADMINISTERING ORGANIZATIONS:**

Do you live in Merced, Stanislaus, or Tuolumne counties? You are eligible to apply for funding through the United Way of Merced creative corps program.



## FUNDING

### ELIGIBLE REQUEST AMOUNTS

Individual artists may make requests up to \$150,000 and organizations may request up to \$300,000 for the grant period.

- Sub-grantees may use up to twenty percent (20%) of the grant award for administrative costs and costs associated with program design and implementation.
- Eighty percent (80%) of funds must either be granted directly to individuals or used by nonprofit sub-grantees to hire individual artists.

### FUNDING RESTRICTIONS

Applying for the KDACC grant does not restrict an organization from applying for other CAC or KDA grants.

### MATCHING FUNDS

This program does not require matching funds.

### WHAT WE DO NOT FUND

The KDA Creative Corps is aligned with state guidelines with respect to funding projects. Please consult the **What We Do Not Fund** document for items that may **NOT** be funded.



## KDACC APPLICATION PROCESS

### 1. KDACC LOI

Interested KDACC applicants must submit a Letter of Intent (LOI) in order to apply for the KDACC. LOIs must be submitted by February 17 in order to be eligible to access the KDACC grant portal. The LOI questions are listed below and must be submitted via the LOI digital platform available at [kdacreativecorps.org](https://kdacreativecorps.org).

## KDACC LETTER OF INTENT (LOI) QUESTIONS:

### APPLICANT INFORMATION

Are you:

☐ Individual Artist

☐ Non Profit Organization

Individual Artist/Organization Name:

Primary Contact Name:

Primary Contact Email:

Business Address:

Mailing Address:

County:

Region:

Executive Leader Name:

Executive Leader Phone:

Phone Ext (if applicable):

Executive Leader Contact Email:

Website:

Facebook:

Instagram:

Twitter:

Tik Tok:

Youtube:

Year individual artist/organization began arts programs and/or services:

Individual Artist/Organization's Bio/Mission Statement and Purpose:

Individual Artist/Organization's Core Programs and Services:

For Organizations: Total Operating Revenue

For Organizations: Upload 501(c)3 determination letter, most recent 990s, Certificate of good standing - Nonprofit organizations must have "active status" with the California Secretary of State (SOS) showing evidence of "good standing". Visit the [California Secretary of State website](#) to acquire your certificate.

### KDACC PROGRAM FOCUS

1. Select the program focus for your project:

☐ Public health awareness messages to stop the spread of COVID-19

\_\_\_\_\_ Public awareness related to water and energy conservation, climate mitigation, and emergency preparedness, relief, and recovery

\_\_\_\_\_ Civic engagement, including election participation

\_\_\_\_\_ Social justice and community engagement

#### PROPOSED GRANT REQUEST AMOUNT

\$ \_\_\_\_\_

#### PROPOSED PROJECT TITLE

#### BRIEF PROJECT PROPOSAL

1. Select the artistic discipline(s) your project:

\_\_\_\_\_ Dance - contemporary, hip-hop, ballet, jazz, tap, house, movement traditions and forms of all cultures

\_\_\_\_\_ Literacy Arts - poetry, zine-making, spoken word

\_\_\_\_\_ Media Arts - animation, video, digital photography, film, podcasts, other forms of new media

\_\_\_\_\_ Music - traditional/culturally specific, folk, jazz, hip-hop, punk, classical

\_\_\_\_\_ Theater - devised, original works, playwriting, productions

\_\_\_\_\_ Traditional and Folk Arts - basketry, embroidery, weaving, woodcarving

\_\_\_\_\_ Visual Arts - murals, exhibitions, 3D, photography, sculpture, clay works, curatorial training

\_\_\_\_\_ Other

2. Tell us about your proposed project and how it will serve those living in the Central Valley's lowest quartile of the California Healthy Places Index. (500 character limit)

3. Are you collaborating with individual artists, an arts agency, or social service agency to execute your project? Please tell us about the people involved in your project. (500 character limit)

4. What is your goal? How will your proposed project improve the quality of life for people living in the lowest quartile of the California Healthy Places Index? (500 character limit)

#### PROJECTED COMMUNITY SERVED

1. Select the Central Valley community you intend to serve:

\_\_\_\_\_ Kern

\_\_\_\_\_ Kings

\_\_\_\_\_ Tulare

\_\_\_\_\_ Inyo

\_\_\_\_\_ Fresno

\_\_\_\_\_ Madera

\_\_\_\_\_ Mono

\_\_\_\_\_ Merced

\_\_\_\_\_ Mariposa

\_\_\_\_\_ Stanislaus

\_\_\_\_\_ Tuolumne

\_\_\_\_\_ San Joaquin

\_\_\_\_\_ Calaveras

\_\_\_\_\_ Amador

2. Tell us about the people you intend to serve (age, demographics, etc.). (500 character limit)

#### **ADDITIONAL KDACC LOI QUESTIONNAIRE:**

1. Will you/have you participate(d) in the KDACC Grant Writing Education Webinars?

☐ Yes

☐ No

☐ Not Sure

If yes, please tell us which sessions you will/have attended.

2. Do you intend to apply for a KDACC grant?

☐ Yes

☐ No

## **2. ONLINE GRANT APPLICATION PORTAL**

Applications will be available online through the KDACC online grants management system at [kdacreativecorps.org](https://kdacreativecorps.org). Only applications submitted through the system by the deadline will be accepted. All applications must be received by March 31 at 11:59 pm. Applications submitted after the deadline will not be considered for funding. **It is recommended that new applicants create an online profile well in advance of the application deadline.**

#### **APPLICATION QUESTIONS:**

Are you:

☐ Individual Artist

☐ Non Profit Organization

#### **INDIVIDUAL ARTIST / ORGANIZATION DETAILS**

Individual Artist/Organization Name:

Primary Contact Name:

Primary Contact Email:

Business Address:

Mailing Address:

County:

Region:

Executive Leader Name:

Executive Leader Phone:

Phone Ext (if applicable):

Executive Leader Contact Email:

Website:  
Facebook:  
Instagram:  
Twitter:  
Tik Tok:  
Youtube:

Year individual artist/organization began arts programs and/or services:

Individual Artist/Organization's Bio/Mission Statement and Purpose:

Individual Artist/Organization's Core Programs and Services:

For Organizations: Total Operating Revenue

For Organizations: Upload 501(c)3 determination letter, most recent 990, Certificate of good standing - Nonprofit organizations must have "active status" with the California Secretary of State (SOS) showing evidence of "good standing". Visit the [California Secretary of State website](#) to acquire your certificate.

GRANT REQUEST AMOUNT  
\$ \_\_\_\_\_

#### PROJECT DESCRIPTION

Provide a brief summary of your proposal indicating how KDACC grant funds would be used. This description will be used to introduce your proposal to the review panel. If funded, this description may be used as the Scope of Work in your grant contract and will be binding. It may also be edited by KDACC and used to summarize your proposal in public documents.

Please begin your statement with "With support from the KDA Creative Corps, "INDIVIDUAL ARTIST/ ORGANIZATION NAME" will. . ." (75 character limit)

#### PROGRAM DESIGN & IMPLEMENTATION

1. Select the artistic discipline(s) your project:

- ☐ Dance - contemporary, hip-hop, ballet, jazz, tap, house, movement traditions and forms of all cultures
- ☐ Literacy Arts - poetry, zine-making, spoken word
- ☐ Media Arts - animation, video, digital photography, film, podcasts, other forms of new media
- ☐ Music - traditional/culturally specific, folk, jazz, hip-hop, punk, classical
- ☐ Theater - devised, original works, playwriting, productions
- ☐ Traditional and Folk Arts - basketry, embroidery, weaving, woodcarving
- ☐ Visual Arts - murals, exhibitions, 3D, photography, sculpture, clay works, curatorial training
- ☐ Other

## KDACC PROGRAM FOCUS

2. Select the program focus for your project:

\_\_\_\_\_ Public health awareness messages to stop the spread of COVID-19

\_\_\_\_\_ Public awareness related to water and energy conservation, climate mitigation, and emergency preparedness, relief, and recovery

\_\_\_\_\_ Civic engagement, including election participation

\_\_\_\_\_ Social justice and community engagement

## KDACC PROGRAM DESCRIPTION

3. Provide a detailed description of your proposed project, including how the project will prioritize communities that demonstrate the highest levels of need as indicated by the **California Healthy Places Index**. Identify the project's activity locations and include the number of sites to be served and the duration and/or frequency of program session(s) (e.g. 1 hour, twice a week for twelve weeks). (600 character limit)

Be sure to include how your project will accomplish one or more of the program focus areas:

(1) public health awareness messages to stop the spread of COVID-19; (2) public awareness related to water and energy conservation, climate mitigation, and emergency preparedness, relief, and recovery; (3) civic engagement, including election participation; and (4) social justice and community engagement.

4. Provide a detailed timeline for arts programming and services that will occur within the Grant Activity Period (May 1, 2023 - May 1, 2024). (500 character limit)

## COMMUNITY ENGAGEMENT AND SOCIAL IMPACT

1. Select the Central Valley community you intend to serve:

\_\_\_\_\_ Kern

\_\_\_\_\_ Kings

\_\_\_\_\_ Tulare

\_\_\_\_\_ Inyo

\_\_\_\_\_ Fresno

\_\_\_\_\_ Madera

\_\_\_\_\_ Mono

\_\_\_\_\_ Merced

\_\_\_\_\_ Mariposa

\_\_\_\_\_ Stanislaus

\_\_\_\_\_ Tuolumne

\_\_\_\_\_ San Joaquin

\_\_\_\_\_ Calaveras

\_\_\_\_\_ Amador

2. Describe who and how many your project will serve, include ages or age ranges served, demographics, etc. (500 character limit)

3. Describe how the project will impact communities in the lowest quadrant of the California Healthy Places Index. (500 character limit)

## PROGRAM BUDGET

Please upload your financials.

Please upload your project budget.

## PROGRAM EVALUATIONS, METRICS, and OUTCOMES

The CAC and the KDACC have dedicated a window specifically for program evaluation conducted at the interim and at the conclusion of the grant activity period. Both the CAC and the KDACC will work to develop and acquire data sets necessary to measure some of the quantitative outcomes listed below.

### Qualitative Outcomes:

- Successful engagement of cross-sector partnerships at the state and municipal levels and with community-based and grassroots organizations
- Establishment of ongoing relationships with intergenerational community-recognized leaders residing in the lowest quartile of the California Healthy Places Index to define needs and opportunities and to develop strategies and infrastructure to respond to them.

### Quantitative Outcomes:

- Total number of new communities served (counties and cities not strongly represented in prior CAC grantmaking)
- Total number of sub-grantees awarded
- Total number of artists employed
- Total number of artists who identify as representing communities residing in the lowest quartile of the California Healthy Places Index
- Total number of workforce hours
- Total number of permanent positions created for artists in state and municipal government departments
- Shift in attitude and readiness of community members to engage in healthy behaviors related to the COVID-19 pandemic
- Shift in attitude and readiness of community members to engage in behaviors that support water and energy conservation
- Shift in attitude and readiness of community members to participate in election activities

- Shift in attitude and readiness of community members to engage in activities that support social justice outcomes
- Shift in attitude and readiness of community members to engage in activities that support community engagement
- Total number of marketing and outreach collateral developed and distributed
- Total number of marketing and outreach collateral developed and distributed in languages other than English

1. What are the goals of your project and how will you meet the qualitative and quantitative outcomes of the KDACC as listed above? (500 character limit)

2. Describe how you will measure the goals of your project. (500 character limit)

#### PROGRAM PERSONNEL

1. Provide a brief biography for each key individual (artistic, technical, or administrative) involved in this project. Include name, title, whether to be supported by KDACC funds, relevant experience as it relates to this project, and role within the proposed activities. (500 character limit)

2. Describe how the artist(s) are involved at every stage of the project design and execution. (500 character limit)

3. Describe how the artist(s) involved demonstrate skills, expertise, and experiences that are central to the goals of the project. (500 character limit)

#### WORK SAMPLES

Provide no more than three (3) samples that best portray your work. These may include artistic work, press materials, flyers, brochures, programs, newsletters, audio, video and other marketing pieces. Samples should be within the past two years and relevant to this grant opportunity.

#### Instructions:

- Use file names that are brief but specific to the provided content and to your organization.
- Images, audio, and video (links) should be recent, relevant, and related to your proposed project.
- The provided upload fields are capped at the limits described below.
- You will not be able to upload more files or larger files than described below.
- Applicants that circumvent this process will be subject to Work Sample rejection or not having their full submission reviewed.

#### Instructions for Document Work Samples (.docx and .PDF):

1. Documents are limited to 1 page in length. It is the responsibility of the applicant to edit and submit documents that are no more than 1 page in length. If a document is uploaded exceeding the 1-page limit, additional pages will be eliminated and not assessed by panelists.
2. Links embedded with submitted documents will not be reviewed as part of the Work Samples. Applicants are expected to choose to submit either a link or file, not both.

#### Instructions for Image Work Samples:

1. Photo files that are submitted must not exceed 1 image per file. It is the responsibility of the applicant to submit files that are no more than 1 image. If a document is uploaded containing more than one image, additional images will be eliminated and not assessed by panelists.
2. Links embedded with submitted documents will not be reviewed as part of the work samples.

Applicants are expected to choose to submit either a link or file, not both.

Below is an accepted list of file types. Any file types not listed will not be accepted as a part of the Work Sample submission.

#### File Types and Restrictions:

Images, audio, and video (links) should be recent, relevant and related to your proposed project.

- Documents - (.docx and .PDF),
- Images - (.jpg and .png) – resolution: 300 dpi; size: 800X600 pixels,
- Audio - (.mp3 and/or links listed on PDF)
- Videos - Video url/links in the fields below.

These Video Links count towards the total of three (3) work samples.

Example: If you have submitted 3 files above you should not submit any links below. If you have submitted one upload above, you are able to submit up to 2 links below.

Are you providing any video links as Work Samples? Video link fields will appear if you answer "Yes". Use the Work Sample Notes field to specify the segment - the start and end times for the portion you would like the panel to review.

#### Instructions for Video Work Samples (Video files and/or url/links):

1. Video samples may not exceed 3 minutes per file. It is the responsibility of the applicant to submit files within this time limit. Larger files will not be permitted and will not be considered or assessed by panelists. Applicants that circumvent this process will be subject to Work Sample rejection or not having their full submission reviewed.

2. Video samples that are password must include the password in the field below.
3. Video sample links must be valid and in working order. It is the responsibility of the applicant to ensure links are viewable. If a video link is not in working order, the applicant risks not having a panelist review that work sample.

Instructions for Audio Work Samples:

1. Audio samples may not exceed 3 minutes per file. It is the responsibility of the applicant to submit files within this time limit. Larger files will not be permitted and will not be assessed by panelists. Applicants that circumvent this process will be subject to Work Sample rejection or not having their full submission reviewed.
2. Audio samples that are password protected must have password provided in the field below. It is the responsibility of the applicant to provide the password for each audio file. Applicants who do not include a password risk not having their Work Sample assessed.
3. Audio sample links must be valid and in working order. If an audio link is not in working order, the applicant risks not having a panelist review that work sample.

Video 1 URL:

Video 1 Password:

Video 2 URL:

Video 2 Password:

Video 3 URL:

Video 3 Password:

Work Sample Notes:

CERTIFICATION & RELEASE

The undersigned certifies the following:

California Secretary of State Certificate of Status

Yes, I certify.

The undersigned certifies the following:

The represented organization has valid proof of tax-exempt status under sec.501(c)(3) of the Internal Revenue Code, or under sec. 23701d of the California Revenue and Taxation Code, or is a unit of government; or for grant programs allowing Fiscal Sponsors, is applying in partnership with a Fiscal Sponsor entity meeting all Fiscal Sponsor eligibility requirements as indicated in KDACC Fiscal Sponsor Policy; that the applicant organization has been consistently engaged in arts programming for a specific number of years prior to time of application; has its principal place of business in California; and has completed prior contract requirements, if applicable; and has

approval of the organization's board of directors or other governing body; and that the applicant organization and Fiscal Sponsor, if applicable, both comply with the Civil Rights Act of 1964, as amended; sec 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; observes provisions of the Drug Free Workplace Act of 1988; and California Government Code secs.11135-11139.5 (barring discrimination); complies with the Fair Labor Standards Act, as defined by the Secretary of Labor in part 505 of title 29 of the Code of Federal Regulation; the Americans with Disabilities Act of 1990; and the Fair Employment and Housing Act; that all information contained herein is accurate or represents a reasonable estimate of operations based on data available at the time of submission; and that there are no misstatements or misrepresentations contained herein or in any attachments; and is aware that modification of the proposal at any point may require a contract amendment, rescinding of a grant award or cancellation of contract.

The undersigned hereby releases the KDA Creative Corps (KDACC), California Arts Council (CAC), and the State of California, their employees and agents, from any liability and/or responsibility concerning damage to or loss of materials submitted to the KDACC, CAC and the State of California, whether or not such damage of loss is caused by the negligence of the KDACC, CAC, the State of California, their employees and agents.

Yes, I certify.

Applicant Name:

Application Submitted On:



## GRANT APPLICATION REVIEW AND DECISION-MAKING

### APPLICATION REVIEW CRITERIA

Applications from individuals and eligible organizations shall be reviewed on the following criteria: focus on one of the four program areas, project design, artist Involvement, impact on Healthy Places Index, community engagement, and budget. A review panel will adjudicate complete and eligible applications based on the criteria.

### PANEL ADJUDICATION AND RANKING SCALE

Panelists review and rank applications and work samples using a 6-point ranking scale that can be viewed at [THIS LINK](#). Final recommendations for awardees will ensure equitable representation based on regional and program focus areas.

### GRANT DECISION-MAKING

Sub-grantees and their award amounts will be guided by panel ranking, taking service area and program focus area into account. Final decisions will be made collaboratively between the KDA Board of Directors, the KDACC and CAC agency staff.

## KDACC PROGRAM TIMELINE\*

LOI Opens	January 13, 2023
Grant Application Opens	February 1, 2023
LOI Deadline	February 17, 2023
Grant Writing Education Webinars	Tuesdays/Fridays, February 7 - February 24, 2023
Application Deadline	March 31, 2023
Panel Review*	April 2023
Funding Decision*	April 2023
Funding Notification*	May 1, 2023
Sub-Grantee Activity Period	May 1, 2023 - May 1, 2024
Sub-Grantee Financial Quarterly Report Deadline*	August 2023, February 2024
Sub-Grantee Interim Report Deadline*	October 1, 2023
Sub-Grantee Final Report Deadline*	July 1, 2024

*\*Dates subject to change.*



## KDA CREATIVE CORPS PROGRAM SUPPORT

KDA Creative Corps applicants are invited to attend free Grant Writing Education Webinars offered via Zoom weekly on Tuesdays and Fridays beginning February 7 at 10:00 am. The webinars will offer a variety of KDACC support, clarification, and instruction. The webinars will be live and attendees will have the opportunity to interact with the KDACC team. The KDACC Grant Writing Webinars will also be recorded for access after the live event.

### Tuesday, February 7 @ 10:00 am - CREATIVE CORPS OVERVIEW

- Meet the KDA Creative Corps Staff + Consultants
- Meet California Creative Corps Staff
- Healthy Places Index Overview

### **Friday February 10 @ 10:00 am - CREATING A CREATIVE CORPS GRANT PROPOSAL**

- Andrea Hansen, *KDA Creative Corps Program Director*
- David Milazzo (Macroscopic), *KDA Creative Corps IT Director*

### **Tuesday, February 14 @ 10:00 am - DEVELOPING A CREATIVE CORPS BRAND + STRATEGY**

- Nancy Lynn Miller (Posh Creative), *KDA Creative Corps Creative Director*
- Justin Salters + Joel Paramo (Hey Salty!), *KDA Creative Corps Marketing + PR*

### **Friday February 17 @ 10:00 am - UNDERSTANDING CREATIVE CORPS HR + LEGAL PRACTICES**

- Juanita Webb (Empowering Solutions), *KDA Creative Corps HR*
- Rob Noriega (Young Wooldridge Law Firm), *KDA Creative Corps Legal*

### **Tuesday, February 21 @ 10:00 am - DEVELOPING A CREATIVE CORPS BUDGET AND ADOPTING FINANCE MANAGEMENT**

- Danette Wolf (Virtual Strength Bookkeeping), *KDA Creative Corps Bookkeeper*
- Charlie McCarthy (Brown Armstrong Accountancy Firm), *KDA Creative Corps Accountant*
- Glenda Garcia (Mission Bank), *KDA Creative Corps Bank*

### **Friday, February 24 @ 10:00 am - CREATIVE CORPS IGNITE SESSION + WRAP UP**

- Andrea Hansen, *KDA Creative Corps Program Director*



### **KDA CREATIVE CORPS STAFF**

KDA Creative Corps staff and consultants are available to offer guidance and assist with proposals. KDA recommends connecting early in the application process to ensure all questions are answered in a manageable amount of time.

Andrea Hansen | *KDACC Program Director* - [andrea@kdacreativecorps.org](mailto:andrea@kdacreativecorps.org)

Whitney Pascual | *KDACC Program Coordinator* - [whitney@kdacreativecorps.org](mailto:whitney@kdacreativecorps.org)

*KDACC Program Assistant* - TO BE ANNOUNCED

## APPLICANTS SEEKING TECHNICAL SUPPORT SHOULD CONTACT:

David Milazzo | KDA Creative Corps Tech Help - [david@kdacreativecorps.org](mailto:david@kdacreativecorps.org)

For general inquiries, please contact [bonjour@kdacreativecorps.org](mailto:bonjour@kdacreativecorps.org)



## KDA CREATIVE CORPS CONSULTANTS

**J. Webb Consulting Services** provides executive coaching, Human Resources, and general business expertise to businesses and individual executives. J. Webb Consulting will offer a multitude of services that will provide California Creative Corps grant administration, analysis, professional development, mentoring, and management in the Central Valley region. [jwcempowers.com](http://jwcempowers.com)

**Brown Armstrong Accountancy Corporation** is a comprehensive accounting services company that is supported by employees who are highly skilled certified public accountants and financial professionals. Brown Armstrong will offer KDA and California Creative Corps grantees financial services and tax preparation/filing assistance. [bacpas.com](http://bacpas.com)

**Virtual Strength Bookkeeping, LLC** provides accounts receivable, accounts payable, payroll and monthly financial statements for both nonprofit and profit-based businesses. With over 40 years of experience, Virtual Strength Bookkeeping will offer KDA and California Creative Corps grantees nonprofit bookkeeping services.

**The Law Offices of Young Wooldridge, LLP** is a full-service law firm. Young Wooldridge will offer legal services including managing California Creative Corps contracts, nonprofit compliance law, negotiations, and risk management. [youngwooldridge.com](http://youngwooldridge.com)

**Posh Creative** offers a wide spectrum of graphic design services including design, layout, copywriting, editing, and more. Posh Creative will assist in creating the KDA branding and visual identity for the California Creative Corps program campaigns in the Central Valley region. [poshcreative.com](http://poshcreative.com)

**Hey Salty** is a public relations and marketing communications agency that partners with businesses, organizations and public agencies to promote and enhance their brands, programs, and products. Hey Salty will help create a media, outreach, and engagement campaign designed to ensure comprehensive geographic reach. Hey Salty will also work to increase visibility of the California Creative Corps Central Valley grantees. [heysalty.com](http://heysalty.com)

**Macroscopic** provides enterprise technology services to a myriad of businesses, agencies, schools and independent professionals. An industry-leading consultation and integration tech company, Macroscopic holds a strong knowledge of cutting edge information technology and communicative management skills. Macroscopic will provide technical and website support for Central Valley Creative Corps online management systems. [macroscopic.net](http://macroscopic.net)