

FY15-16 JUMP StArts Planning Grant Reference Application Apply at cac.culturegrants.org

Please review the 2015-16 CAC JUMP StArts Grant Guidelines available at www.arts.ca.gov for complete program information and submission requirements.

Instructions:

Prior to starting an online Application, visit the “Manage Account” page from the **CAC Culture Grants** (cac.culturegrants.org) navigation bar. Verify that information provided on the “My Account” and “Organization” tabs are current.

If pre-filled applicant organization requires updating prior to application submission, please make these modifications on the Primary User, Organization Detail page.

For general technical assistance navigating the Application form pages, visit the “Help” page, also available from the above navigation bar. Context-sensitive help information is available throughout the Application by hovering with your cursor over the icon.

As a security feature, **users will be logged out after 20 consecutive minutes of inactivity**. Be sure to save your work frequently by selecting the “Save” or “Save and Continue” buttons at the bottom of each form page. This will also enable you to return to your work at a later time. Be aware that selecting “Previous” or “Next” buttons, or utilizing the back/forward buttons via your web browser will neither retain, nor save your work.

Be sure to observe the Application deadline (date and time), and prepare your responses and online submission accordingly. **Exceptions will not be made for any submission attempts after the stated grant deadline.**

For additional assistance, contact the CAC Project Manager for this grant, listed under **Staff Assistance** in the grant Guidelines.

APPLICANT INFORMATION

Category * : Project Grant or Planning Grant.

*If you select “Planning Grant”, the Planning Grant Sections will be available for you to complete. These sections are: Planning –Narrative and Planning- Budget. You do not have to complete the Project Grant sections if applying for a Planning Grant.

Project Grant Request Amount :

Legal Organization Name :

Popular Name of Applicant Organization (if applicable):

Mailing Address 1 * :

Mailing Address 2 (optional) :

City * :

State * :

Zip Code * :

County * :

Organization Phone * :

Organization Fax :

Website :

Applicant Contact First Name * :

Applicant Contact Last Name * :

Applicant Contact Title * :

Applicant Contact Phone * :

Phone Extension (if applicable) :

Applicant Contact Email * :

Executive Leadership (Staff)

If different from the Applicant Contact above, provide information for the primary individual serving in a senior executive leadership capacity. In most cases, this will be the Executive Director. If title differs from “Executive Director”, please enter title in the “Executive Leader Title” field below.

Executive Leader First Name:

Executive Leader Last Name:

Executive Leader Title :

Executive Leader Phone :

Phone Extension (if applicable) :

APPLICANT INFORMATION CONT.

Executive Leader Email :

Number of years Organization has been consistently engaged in arts programming within California * :

Date of Incorporation * :

Federal EIN and DUNS Numbers

- *All Applicants are required to provide a Federal Employer Identification Number (Federal EIN Number) and Dun & Bradstreet Number (DUNS Number) at the time of application.*
- Please refer to the IRS, EIN support pages, and DUNS Number Instructions for additional information.

Federal EIN Number * :

DUNS Number * :

If you do not currently have a DUNS Number, see Instructions to create one at this time

For Reference Only

Organization’s Total Fiscal Activity:

Operating budget only, exclude In-Kind and Pass Through Funds.

- For changes of more than 10% between years, include budget notes in the corresponding field below.
- All nonprofit arts organizations applying for a Project Grant must also submit a CDP Funder Report (see Support Material Upload page).
- Please ensure that this budget snapshot matches the budget figures on your California Cultural Data Project CDP Funder Report for these same years. If these numbers do not match your CDP, please explain in the budget notes below.

Organizational Budget

Provide Actual, Current and Projected numbers for the years indicated below. For 2015-16, use current budget numbers and project out to the end of your fiscal year. :

	2014-15 or 15 (Actual)	2015-16 or 16 (Current)	2016-17 or 17 (Projected)
A. Income: Earned			
B. Income: Contributed			
C. INCOME TOTAL	0	0	0
D. Expense: Personnel			
E. Expense: Operating/Production			
F. EXPENSES TOTAL	0	0	0
G. SURPLUS (DEFICIT)	0	0	0

Budget Notes:

Budget notes are required for changes plus or minus 10% between years. Large, unexplained variations in income, expenses and surplus (deficit) positions from year to year may reflect negatively on your application.

FY15-16 JUMP StArts Organization Profile

Applicant Organization's Mission and Purpose (may be used in CAC publications) * :

Programs and Services * :

- Summarize your programs and services; briefly list your accomplishments and challenges over the past year.

For Reference Only

FY15-16 JUMP StArts Planning - Narrative

Planning Grant Narrative:

Please review the JUMP StArts Planning Grant Guidelines for program information and submission requirements.

Only complete this section if you are applying for a planning grant.

Planning Grant Narrative:

Briefly outline your proposal and indicate how grant funds would be used. This description will be used to introduce your proposal to the panel. If funded, it will be used to describe your approved grant.

Please begin your thumbnail with the following * :

With support from the California Arts Council, (insert Applicant Organization Name here) will...

Applicant and Partner Organizational Information * :

- Applicant organization mission and purpose
- Proposed partner organization mission and purpose
- Bios/descriptions of key project personnel

Description * :

- Please describe the motivations for pursuing a partnership with this juvenile justice agency.
- How will you work together to begin to address goals stated in grant guidelines?
- What are the desired outcomes for this project?

Key Personnel and Activities * :

- Bios of key personnel from applicant and partnering organizations that are involved in the planning process
- Description of artists and art forms that are under consideration for inclusion in this project.

Project Plan * :

- Describe your planning process and timeline.
- What action steps are you taking to prepare to launch a JUMP StArts program?
- What arts learning activities are you preparing to explore?
- Describe the climate for arts learning at the juvenile justice facility and how you are planning to work with the partner to create a positive arts learning environment for the justice involved youth?

FY14-15 JUMP StArts Certification

This Certification and Release must be signed by an authorized board member or designated organizational representative with the knowledge of the matters contained herein, and holds the legal authority to obligate the organization, with the approval of the organization's board of directors or other governing body.

The undersigned certifies: the represented organization has proof of nonprofit 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; that applicant has been consistently engaged in arts programming for a specific number of years prior to time of application; complies 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; has its principal place of business in California; and has completed prior contract evaluations, if applicable; and has approval of applicant's board of directors or other governing body.

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.

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

Yes, I Certify

Applicant Signature

The following signature must be by an authorized board member or designated organizational representative.

First Name * :

Last Name * :

Title * :

Date * :

ATTENTION: Exceptions will not be made for any submission attempts after the stated Application deadline (date and time).

After the successful submission of this Application, a confirmation email will be sent to the address of record. Navigate to Manage Account > My Account to verify your contact information. Please forward the confirmation email to additional staff, as necessary.