
FY 2023-2024 Performing Arts Project Grants Request for Proposals

Application Deadline: Friday, June 16, 2023 • 11:59 p.m. MST

Amount: Up to \$4,000 (No match required)

Description:

Glendale Arts & Culture is pleased to announce the 2023-2024 Performing Arts Grants project funding opportunity. The goal of this grant program is to motivate, increase and support the performing arts in the City of Glendale.

Funding up to \$4,000 per applicant is available for projects in the fields of theater, dance, music, spoken word and interdisciplinary performing arts.

Projects and activities must take place within Glendale city limits, open and free to the public. Projects intended for Glendale Title I school populations may include cultural enrichment opportunities/field trips outside of Glendale city limits at recognized and prominent performing arts and cultural institutions/venues; transportation plan must be included as part of the project proposal.

Eligibility Requirements:

- Open to U.S.-based artists, artist groups, organizations, colleges and schools. International artists and arts organizations must apply through a U.S.-based fiscal sponsor or partner.
- If the project is dependent on Glendale partner(s) for presentation (venue, school, organization, agency, city park, recreation facility, community center, amphitheater, library, etc.), you must upload a completed **Partnership Agreement Form** for each partner under the **Supporting Materials** section of the online application. Failure to upload completed **Project Partnership Form(s)** when applicable, will result in disqualification of the application. Download: [Partnership Agreement Form](#)
- Applicant(s) must be 18+ years old.
- The applicant must be experienced and qualified in managing all aspects of the proposed project and grant requirements.
- The project artists must be experienced and qualified in the performing arts discipline(s) of the proposed project.

- All individuals who may be in direct contact with minors must possess a valid State of Arizona Department of Public Safety Fingerprint Clearance Card. If selected, applicant(s) must provide the Fingerprint Clearance Card number for verification.

Scope and Expectations:

- Projects must take place between September 1, 2023 and June 30, 2024.
- All performances or events shall be open to all members of the public and no person shall be denied access to, or participation in, the performance or event based on race, color, national origin, gender, age, sexual orientation, or disability.
- If the applicant's proposed project is dependent on a partner(s) for presentation (venue, school, organization, agency, city park, recreation facility, community center, amphitheater, library, etc.), you must complete a **Partnership Agreement Form** for each partner.

Restrictions:

Grant funds may not be used for:

- Activities that occur outside of Glendale (Exception: As previously stated, Title I School field trip projects)
- Construction or renovation of facilities, basic operating expenses, capital expenditures, reduction of debt, feasibility studies, receptions, fundraising, lobbying expenses,
- re-granting, scholarship programs or awards
- Organizations that are incorporated for religious purposes or projects that focus on religious themes
- Private or exclusive events

Review Process:

Members of the Arts Commissions will convene to review all submissions that meet the application requirements. Selection will be based on merit of project proposal, qualifications, artistic quality and the success of past work. Applicants will be notified after the review process is complete. Please note that the review process is competitive and based on available funds; some applications may receive no funding.

The following criteria are the basis for the review of applications:

- Artistic quality and creativity of the project
- Ability of the project to serve the needs of the community, including potential public exposure and public benefit, and efforts to reach artists and audiences from culturally diverse groups community-wide
- Managerial and administrative ability of the applicant organization to carry out arts programming and properly administer funds provided
- History of the applicant organization in producing, presenting or serving the arts
- Appropriateness of the applicant's budget to carry out its proposed program(s)

Final Report:

Within 30 days of completing the project, an online Final Report must be submitted. Grantees will receive a link to complete the online Final Report. As part of the report, grantees will submit information about the completed project and will include professional quality images. The grant recipient agrees to give the City of Glendale the rights to use any materials submitted in the Final Report for data collection and promotional purposes.

Application Requirements and Checklist:

Compile all materials on the checklist below and complete the online application on our website.

- **Artist Statement or Mission Statement** (250-word max)
- **Project Narrative**
 - **What will you do?** (500-word max)
 - Describe your project in full details.
 - What activities will take place and where?
 - How much time is needed for planning and implementation?
 - **Who are the participants or the target audience?** (500-word max)
 - Who will participate and what will their roles be?
 - How will they be invited and included?
 - **Who are you?** (500-word max)
 - Who is organizing this project and what will their roles be?
 - What experience, training, or community connections qualify you to lead this project?
 - **Why is your project proposal important?** (500-word max)
 - What is the goal of this project?
 - What about this project is special, interesting, or needed?
 - What impact will this project have on the target audience/participants and organizers?
- **Biography/curriculum vitae of individuals involved in the project** (250-word bio – up to 6 bios)
 - Include bios for the project lead and key participating artists
- **Supporting Materials**
 - Submit the following in the order listed:
 - **Images/Video** - You may submit a link to a video, or upload a 5-minute video, and/or upload a maximum of 6 images (high resolution in .jpg format). These items must relate directly to the project proposal or may show samples of your past work that demonstrate artistic abilities that relate to this project proposal.
 - **Image/Video List** - You must submit a Video/Image List (in .pdf format). List the title, date-completed and a short, annotated description of each image and/or video submitted.

- **Partnership Agreement Form(s)** - If the project is dependent on Glendale partner(s) for presentation (venue, school, organization, agency, city park, recreation facility, community center, amphitheater, library, etc.), you must upload a completed Partnership Agreement Form for each partner under the Supporting Materials section of the online application. Failure to upload completed Project Partnership Form(s) when applicable, will result in disqualification of the application. Download: [Partnership Agreement Form](#)
- **Project Budget Table A - Grant Funds** - Use Table A in the online application to list all project expenses that will be paid by this grant request such as project-related artist fees, venue and/or equipment rental fees, project marketing expenses, etc. Please note: Grant funds CANNOT be used to pay for basic operating costs, awards/prizes, private or exclusive performances/events, religious themed projects, and capital expenses including purchase of equipment.
- **Project Budget Table B - Additional Funds** - If you have additional funding for this project other than the City of Glendale grant request, please use the table above to list each source of funding and the associated amount. If you do not have any additional funding, please skip this table.

For Additional Information:

Please call 623.930.3564 or email Publicart@glendaleaz.com

This Request for Proposals does not commit the City to enter into an agreement, to pay any costs incurred in the preparation of the proposal to this request or in subsequent negotiations, or to produce a contract for the project. The City reserves the right to reject any or all applications, reissue the Request for Proposals or procure any service by other means.