



2012 Grantmaking Application 1 and 2 Guidelines for Annual Impact Grants of \$10,000 or More

Application Deadline – Monday, April 2, 2012 at 5 PM

***All forms and attachments may be found on line at
<http://www.theartswave.org/support/impactgrantmaking>***

I. PURPOSE

ArtsWave is launching a collaborative effort to measure the positive impact that theatres, festivals, museums, concerts, and more have on our community. Working together with our arts partners, we are gathering data that demonstrates how a lively arts scene creates vibrant neighborhoods and brings people together. Beginning with this grantmaking cycle, arts groups will provide this data in their grant applications as part of ArtsWave's new, impact-based grantmaking model.

II. BACKGROUND

In 2011, a team of key stakeholders, including community volunteers, arts partners, and ArtsWave leadership, developed a plan to measure the impact of the arts on community priorities in order to expand and deepen support for the arts and inform ArtsWave's distribution of the dollars raised from the community for the greatest impact on the region. This team identified 7 outcomes that the arts organizations are best able to positively impact for the community, possible metrics to measure each outcome, and sample data sources needed. They also outlined [Guiding Principles](#) for ArtsWave's grantmaking to ensure good stewardship, fairness, transparency, a stabilizing transition period and accountability to funders and arts partners.

III. LETTER OF INTEREST

All organizations that meet [Applicant Requirements](#) for their selected range of Annual Impact Grant Size may submit a Letter of Interest (LOI) by Tuesday, January 31, 2012. The LOI process is being introduced to provide early guidance to organizations relative to eligibility, proposal's alignment with ArtsWave's [Arts Community Impact Agenda](#), realistic grant request range based on available dollars, and relative strength of LOI compared to other applicants. Applicants will be notified by the third week of February, 2012, whether or not they are invited to submit an application and which application they should complete.

IV. APPLICATION REQUIREMENTS

Applications are due on **Monday, April 2nd by 5 PM.**

Criteria for determining awards will be based on the following:

Community Impact	50% weighting
Leadership & Sustainability	30% weighting
Collaboration with other arts organizations in the region	20% weighting

In the interest of transparency on application assessment criteria, a scorecard template and all necessary attachments are available on line at

<http://www.theartswave.org/support/impactgrantmaking>.

Grantmaking Committees, representing ArtsWave's community and corporate funders, will review and score applications grouped by requested grant size. Two-year grants, **contingent on campaign results**, will be awarded to those successful organizations completing Application 1 and a one-year commitment will be made to organizations receiving Application 2 grants.

As part of the evaluation process for Application 1, annual face-to-face presentations between potential grant recipients and the Grantmaking Committees will be scheduled to provide an opportunity for information sharing and two-way feedback as needed, particularly as it concerns outcomes and outcome measures. A Committee liaison will be assigned to each of the Application 1 organizations. Committee liaisons are encouraged by ArtsWave to attend performances/exhibitions and are required to conduct at least one meeting with their assigned organization before mid-May.

An Advisory Panel will review the Grantmaking Committees' scores for all organizations requesting \$10,000 or more and make distribution recommendations to the ArtsWave Board at its June 2012 meeting.

ArtsWave will begin making award distributions in September 2012:

Annual grants totaling \$250,000 or more will be distributed monthly in equal installments through August 2013. Contingent upon a successful 2013 annual campaign, these monthly distributions will continue through August 2014.

Annual grants totaling \$50,000 through \$249,999 will be distributed quarterly through August 2013. Contingent upon a successful 2013 annual campaign, these quarterly distributions will continue through August 2014.

Annual grants totaling \$10,000 through \$49,999 will be distributed quarterly through August 2013.

V. DIRECTIONS

Please deliver 22 printed, collated copies of the application submission to ArtsWave, 20 E. Central Parkway, Ste. 200, Cincinnati, Ohio 45202, by Monday, April 2, 2012 at 5 PM. Additionally, please submit an electronic pdf file which includes application materials to executiveoffice@TheArtsWave.org

Remember:

Utilize a Content Page (See sample after Cover Sheet) for your responses and add corresponding page numbers as part of the submission.

Narrative responses will have page limits. Responses in 12-point type are requested.

Applicants are reminded to thoroughly yet succinctly respond to all questions. Committee members could be new to the review process and not familiar with the applicant. Responses should be comprehensive yet concise and well organized for ease of readability. The use of bullets or other formatting is encouraged.

VI. INTERIM REPORTING

For recipients of Application 1 grants, in addition to annual face-to-face presentations in May of each year, the following must be submitted to ArtsWave by April 15, 2013:

- a. ArtsWave Ohio Cultural Data Project (OCDP) financial report
- b. Accrual based audited financial statement for organization's most recently completed fiscal year
- c. Updated Outcomes, Activities, Outcome Measures and Data Sources Summary

Application 2 grant recipients are eligible to participate in the full application process annually.

Questions? Please contact Teri Haught, Chief Financial Officer at (513) 632-0122 teri.haught@TheArtsWave.org or Heather Hallenberg, VP Arts Services at (513) 632-1028 heather.hallenberg@TheArtsWave.org.