

## WHAT IS IT?

On their alternate year, Community Investment Grant (CIG) recipients submit an abbreviated application and a DataArts' Funder Report. They do not undergo panel review and maintain the same funding priority determined during the previous year's panel review.

## WHO IS IT FOR?

Organizations that received a Community Investment Grant (CIG) in the last funding cycle will apply as follows for Fiscal Year 2020:

- **CIG Levels I, II, and III** will submit a **full** application and undergo panel review.
- **CIG Levels IV, V, and VI** will submit an **alternate year** application.

A list of organizations that have been determined to be in their alternate year is provided on page four.

While organizations on their alternate year application cycle are not permitted to change eligibility levels, the Arts Commission may request a full application from an organization undergoing significant financial, programmatic, or management changes, regardless of alternate year status.

Organizations whose adjusted annual income dropped below \$250,000 since their last panel review are required to submit a full application and undergo panel review.

The Arts Commission advises organizations that have experienced a significant change in their adjusted annual income to contact Kristen Pierce Kent, Organizational Grants and Services Manager, as soon as possible.

## AWARD RANGES

Though Alternate Year applicants maintain their funding priority as determined during the previous year's panel review, actual grant award amounts may be adjusted based on the availability of grant funds.

CIG LEVEL IV			CIG LEVEL V			CIG LEVEL VI		
Low	Medium	High	Low	Medium	High	Low	Medium	High
\$6,000	\$8,000	\$15,000	\$8,000	\$15,000	\$22,000	\$15,000	\$35,000	\$60,000

### APPLICATION & REVIEW TIMELINE

**Application Due**  
March 14, 2019, 11:59pm

**Grant review panels convened**  
May 2019  
(dates and times to be announced)

**Grantees notified**  
July 2019

### FUNDING PERIOD

July 1, 2019 to June 30, 2020.

### PRIMARY STAFF CONTACT

**Kristen Pierce Kent**  
Organizational Grants and Services Manager  
Phone: (602) 771-6517  
Email: kpierce@azarts.gov

### TECHNICAL SUPPORT

*For questions about the **Submittable** online submission platform:*  
Email: support@submittable.com  
Phone: (855) 467-8264, ext. 2  
Web: help.submittable.com

*For questions about the **DataArts Funder Report**:*  
Email: help@culturaldata.org  
Phone: (877) 707-3282  
Web: www.culturaldata.org/contact

## THE APPLICATION

When you're ready, go to <https://azarts.gov/grant/community-investment/> and click on "Apply Now."

You do not have to complete the application in one session. Submittable allows you to save a draft of your application and complete/submit it later.

## USER ACCOUNT

You will log in using your existing user name and password. If your organization has previously created a Submittable account to apply for a grant from the Arts Commission, it is strongly recommended that you log in using the organization's existing user name and password. If you do not know how to access this account, contact Submittable Technical Support as soon as possible; contact information is listed on page 1.

## ORGANIZATION OVERVIEW

The first section of the application is the Organization Overview. Information collected in this section of the application is used solely for internal and reporting purposes:

- A secondary point of contact for the organization.
- Contact information for the organization's ADA Coordinator.
- IRS Letter of Determination or Letter of Agreement (For fiscally sponsored applicants only).
- Contact list for board members.
- Organizational Mission Statement.

## OVERVIEW QUESTIONS

Alternate Year applicants are required to provide the following overviews of their current programs, services, and financial status:

- 1. Programs and Services.** Provide a brief overview of your organization's current programs and services. (300 word maximum)
- 2. Planning:** Provide an overview of your organization's current programming/service plan and goals. If your organization engages in a formal strategic planning process, include the year the most recent plan was developed as well as a brief overview of the planning process. (300 word maximum)
- 3. Financial Snapshot:** Provide an overview of your organization's current financial status and any relevant and related information you think the Commission should know. (300 word maximum)

## DATAARTS FUNDER REPORT

Alternate Year applicants to the Community Investment Grant program are required to enter data for Fiscal Years 2018, 2017, and 2016 into the DataArts platform. Applicants must then generate a Funder Report and attach it to their alternate year application in Submittable. Applications with incorrect or incomplete data will be deemed ineligible for funding.

Additional information and DataArts user guides can be found at <https://azarts.gov/grants/resources-for-grant-applicants/>.

# CIG COMMUNITY INVESTMENT GRANT

## HOW TO APPLY

All alternate year applications must be submitted online through Submittable, an online submission platform. A link to the grant application can be found on the Arts Commission's website at [www.azarts.gov/grant/community-investment/](http://www.azarts.gov/grant/community-investment/). The Arts Commission will not accept applications by means other than Submittable. If extenuating circumstances prohibit applicants from using Submittable, they are advised to contact the Arts Commission at least one month before the application deadline to make reasonable accommodations for application submission. Late or incomplete applications will be ineligible for review or funding.

## GRANTEE REQUIREMENTS

All Community Investment Grant awards must be matched with cash (at least 1:1) by the grantee organization by the end of the Arts Commission's funded fiscal year.

All Community Investment Grant recipients must submit a final report following the end of the funding period, typically by September of the following calendar year. Failure to do so renders an organization ineligible to apply for the next available funding cycle.

### ARIZONA COMMISSION ON THE ARTS

One of 56 state and jurisdictional arts agencies across the United States, the Arizona Commission on the Arts is a 52-year-old agency of the State of Arizona and a leading force in the creative and professional development of Arizona's arts sector. Through robust programs, research initiatives and strategic grantmaking, the Arts Commission catalyzes arts-based partnerships that strengthen Arizona communities through the arts.

*We imagine an Arizona where everyone can participate in and experience the arts.*

For more information, contact us at (602) 771-6501 or email [info@azarts.gov](mailto:info@azarts.gov) or visit [www.azarts.gov](http://www.azarts.gov). To request this or any other publication in an alternate format, contact the Arts Commission offices. An equal employment opportunity agency.



## ORGANIZATIONS ELIGIBLE TO COMPLETE A FISCAL YEAR 2020 ALTERNATE YEAR APPLICATION

### CIG LEVEL IV

Arizona Friends of Chamber Music  
Arizona Jewish Historical Society  
Community Performing Arts Center Foundation  
Desert Foothills Theater  
Fountain Hills Theater  
George Phippen Memorial Foundation  
Great Arizona Puppet Theater  
Heritage Square Foundation (Phx)  
Invisible Theatre  
Jazz in Arizona, Inc.  
Live Theatre Workshop  
Phoenix Chamber Music Society  
Phoenix Conservatory of Music  
Phoenix Film Foundation  
Prescott Fine Arts Association  
Rosie's House: A Music Academy for Children  
Santa Cruz Valley Art Association  
Shemer Art Center and Museum  
Sonoran Art Foundation  
Sonoran Arts League  
Southwest Folklife Alliance  
Spotlight Youth Theater  
The Drawing Studio  
The Smoki Museum  
Tucson Arizona Boys Chorus  
Tucson Girls Chorus  
West Valley Arts Council  
Xico, Inc.

### CIG LEVEL V

Act One Foundation  
Arizona Musicfest  
Arts for All, Inc.  
Arts Foundation for Tucson and Southern Arizona  
Ballet Arts Foundation  
Ballet Etudes Youth Ballet of Mesa  
Chandler Cultural Foundation  
City of Yuma, Parks, Arts, and Recreation Commission  
Del E. Webb Center for the Performing Arts  
Flagstaff Arts Council  
Flagstaff Symphony Association  
Foundation for Creative Broadcasting  
Free Arts for Abused Children of Arizona  
Desert Caballeros Western Museum  
MOCA Tucson  
Phoenix Boys Choir  
Phoenix Center for the Arts  
Phoenix Chorale  
Phoenix Girls Chorus, Inc.  
Phoenix Performing Arts Center  
Sedona Arts Center  
Sedona International Film Festival & Workshop  
The Mini Time Machine Inc.  
Theater Works  
True Concord Voices & Orchestra  
Valley Youth Theatre

### CIG LEVEL VI

Arizona Opera Company  
Arizona Theatre Company  
Ballet Arizona  
Children's Museum of Phoenix  
Childsplay, Inc.  
City of Tempe Cultural Services  
Heard Museum  
i.d.e.a. Museum  
Loft Cinema  
Mesa Arts Center  
Musical Instrument Museum  
Phoenix Art Museum  
Phoenix Office of Arts and Culture  
Phoenix Symphony Association  
Phoenix Theatre, Inc.  
Scottsdale Cultural Council  
The Museum of Northern Arizona  
Tohono Chul  
Children's Museum of Tucson  
Tucson Symphony Society