



DANCE ORGANIZATION, Development Project | Cover Sheet

Organization Name:

Contact Name:

Address:

Phone:

Email:

Is your organization a previous grantee? (y/n): (if yes what Month/Year):

List two publicly presented dance works, in two separate years.

Date	Venue, Location (e.g. Z Space, SF)	Production Name

What **specifically** will your grant money be used for (i.e.: website, marketing initiative, etc.)?

Operational budget for most recently completed fiscal year:

Please describe your project in 1-2 sentences (used as publicity for awarded projects).

Application Checklist

<input type="checkbox"/> Cover Sheet <input type="checkbox"/> Project Narrative (2 pages max) <input type="checkbox"/> Project Budget (1 page max) <input type="checkbox"/> Prior Project OR Fiscal Year Income & Expense Statement (1 page max)	<input type="checkbox"/> Artistic History (1 page max) <input type="checkbox"/> Support Materials <input type="checkbox"/> Demographic Information
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SUBMIT your application materials via email to michelle@dancersgroup.org by 5pm on Tue, May 2. Dancers' Group will acknowledge your application via email shortly after submitting.

Assurance of Eligibility

1. The organization's annual operating budget is less than \$100,000
2. The organization is located in the 11-county San Francisco Bay Area.
3. I have included documentation that the organization has created at least two works that were presented publicly in two separate years.
4. If awarded, the organization will acknowledge the grant in all materials surrounding the funded project.
5. If awarded, the organization will submit a final report of the funded project.
6. I understand that should any of the above assurances prove to be false, any claim to this grant will be forfeited.

I agree to the above Assurance of Eligibility

Date:

DANCE ORGANIZATION, Development Project | Narrative

** Use this template or submit a letter (**2 pages max**) of your own, attached as a PDF in your email submission. **

Your narrative should include information about **WHAT** your project is and **HOW** it will impact the organization's ability to create or present work, as it relates to the following priority criteria: The development project will have an **impact on the artist, the organization, the community or the field;** and, The development project will support the organization's **creative activity**. *See the TIPS at the end of this document for more about writing a Project Narrative.*



Narrative continued, page 2 of 2



DANCE ORGANIZATION, Development Project | Budget

** Use this template or submit a **one-page** project budget, attached as a PDF in your email submission. **

The panel will use your Project Budget to consider the following priority criteria: The development project will support the organization’s **creative activity**.

Projected Income

	Amount	Notes <i>(include whether projected or confirmed and any details)</i>
CA\$H <i>(this request)</i>	\$3,000	
Grants		
Individual Contributions		
In-Kind Contributions <i>(any dollar figure here must match the In-Kind expenses line item)</i>		
Other Earned Revenue		
Total Income		

Projected Expenses

	Amount	Notes
In-Kind Costs <i>(this dollar figure must match the In-Kind income line item)</i>		
Total Expenses		

Projected Net (income minus expenses): \$

DANCE ORGANIZATION, Development Project | Artistic History

** Use this space or submit a PDF (1 page max) of your own, attached to your email submission. **

Submit a biography of the applicant organization, including past activities, works created, accomplishments, or any other significant experiences relevant to the project. Within the one-page maximum, you may also include brief biographies for individuals/businesses/consultants for the project. Together with the support materials, the panel will use this section to consider the following priority criteria: **The strength of the artistic history and/or potential.**

DANCE ORGANIZATION, Development Project | Supporting Materials

Include a maximum of three (3) support pieces.

Together with the Artist History biographies, the panel will use this section to consider the following priority criteria: **The strength of the artistic history and/or potential.** See the *TIPS* at the end of this document for more.

Support materials help the panel further understand your artistic work. Examples of support materials include (but are not limited to): letters of recommendation, photos, feature articles, reviews, and/or samples of text, audio, and/or video samples. Do not submit general links to websites for the panel to browse.

NOTE: Each support material counts towards one of three allowed. For example, one (1) photo counts as one (1) support piece. Two (2) photos count as two (2) support pieces. If you are considering using multiple photos, a one-page collage counts as one (1) support piece. If your work includes text, you are encouraged to submit a one-page sample. **Submitting at least ONE video link of your work as a supporting material is strongly encouraged (Youtube or Vimeo only).** The panel will watch **up to two minutes** of video *total*, even if you submit more than one video link. Please include cueing instructions (i.e. video start/end times for the 2 minutes) as part of the description.

Please describe the three support materials and attach files to your email submission.

Support Piece #1

Type (i.e. pdf of article, letter of recommendation, image, video):

URL (for video/audio):

Description of the support material and why you chose it (1-2 sentences):

Support Piece #2

Type (i.e. pdf of article, letter of recommendation, image, video):

URL (for video/audio):

Description of the support material and why you chose it (1-2 sentences):

Support Piece #3

Type (i.e. pdf of article, letter of recommendation, image, video):

URL (for video/audio):

Description of the support material and why you chose it (1-2 sentences):

DANCE ORGANIZATION, Development Project | Demographic Information

Demographic information is collected so that Dancers' Group can report to funders of the CA\$H program. Dancers' Group also reviews this information to understand who is applying to the program and then outreach, as needed, to support our objective of receiving applications from a diverse range of dance artists. **This data will not be seen by the panel and will not impact decision-making.**

How many years has your organization been presenting work publicly?

- 1-5
- 6-15
- 15+

How many grants have you applied for to support your organization's work?

- This is my first grant application!
- 1-5
- 6-15
- 15+

How did you hear about the CA\$H program? (check all that apply)

- Word of mouth
- A previous applicant/recipient of CA\$H
- Dancers' Group website
- Dancers' Group DG Weekly email
- Dancers' Group Facebook
- In Dance* issue
- Other: _____

The following demographics should reflect the artistic leadership of your organization. If more than one artist leads the organization, please download additional copies of this form at dancersgroup.org/cash and attach one for each artist to your emailed application materials:

Gender identity (check all that apply)

- Female
- Male
- Transgender/Trans*
- Non-Binary/Genderqueer
- Agender

Race and Ethnicity (check all that apply)

- White (Non-Hispanic)/Euro-American
- Black/African American/Afro-Caribbean
- South Asian/East Asian
- Hawaiian/Pacific Islander
- Hispanic/Latino
- Middle Eastern
- Native American
- Multi-Racial
- Other

Age

- 18-34
- 35-44
- 45-54
- 65+

Do you identify as LGBTQ?

- Yes
- No

Do you identify as having a disability?

- Yes
- No

TIPS FROM PAST CA\$H PANELISTS

THE PROJECT NARRATIVE

- The narrative is the heart of your application. As an artistic organization, there is a reason that you are enthusiastic about this work. Share this excitement with the panelists.
- Be sure to explain how your project meets the three priority criteria.
 - The project/work will have an **impact** on the artist, the organization, the community or the field
 - The project/work will result in a **tangible creative activity**
 - The strength of the **artistic history and/or potential**
- Be specific about how you will spend the money. Simply completing the budget doesn't tell the panel everything they need to know about how you intend to use these funds. What specifically would this award go to?
- Panelists want to hear what you imagine the work will look like, as well as your motivations, inspirations and potential outcomes.
- If you are working with collaborators for the project, why and how will you work together?
- Let the panel know if there's some urgency in your request. Don't exaggerate, but if there's something the panel should know that makes funding in this round more urgent than subsequent rounds, say so.
- Be clear, direct and concise. However, if your narrative is significantly less than two-pages the panel might not have enough information about your project. Use all the space to make your case for a grant.
- Try to not repeat information that is available elsewhere in the application. You have support materials that you can refer to in your narrative.

INCOME & EXPENSE STATEMENT

- This is new requirement; feel free to contact Dancers' Group with questions.
- Organizations can choose to submit an Income & Expense Statement for a prior project OR for the organization's most recent fiscal year, whichever they feel best relates to the project.

SUPPORT MATERIALS

- Imagine what support materials will provide compelling information to the panelists. If submitting a video, why this video? If submitting a review, how does that support the application? What new information does it bring to the panelists?
- If there is text in your work, providing one (1) page of the writing is encouraged.
- Do not submit links to websites for the panel to browse. Besides video/audio, all materials will be printed for the panel to review.

VIDEO

- All applicants are strongly encouraged to submit one video link (Youtube or Vimeo). Straight documentation is best. (Special effects or highly edited montages are strongly discouraged.)
- The panel will watch up to two minutes of video.
- If your video is longer than two minutes, provide a cue point. If no cue point is given the panel will watch the first two minutes of the video.
- Include information about why you've selected this video: is it representative of the kind of work you generally do, or a break from it? How is it related to your proposed project?
- If you submit more than one video link, be sure to include clear cueing instructions for up to two minutes *total*. The panel will not watch two minutes of each link provided, and will start with the first link listed.
- Ask someone to watch your video sample to provide feedback and or reflect on the content and how it supports your proposal.
- It's not important to have a professionally produced video (something shot on an high-quality smartphone camera can be fine), but make sure that the sound and lighting are of a high enough quality for the panel to clearly experience the work and its movement.

MORE INFORMATION/GET INVOLVED

- Questions? Come to an application workshop, or watch the tutorial at dancersgroup.org/cash. You do not need to attend a workshop to apply, although attendance is highly recommended especially for first-time applicants.
- Interested in being a panelist? If you are eligible to apply to the program, you can be a panelist. It is a great way to gain insight into the workings of the program, strengthen your future applications and to contribute to your community! Email michelle@dancersgroup.org for more information
- Receive updates about future CA\$H deadlines by signing up for Dancers' Group's free Community Membership at dancersgroup.org/join