



Summer Arts Youth Program Grants Guidelines

Program Mission

The County of Sonoma has established a fund to support summer arts programs for youth across the County, to be administered by Creative Sonoma. Funding is designed to advance the goals of the County of Sonoma to invest upstream in education for its young people, to support the healthy development of children, and to increase and enhance community based partnerships.

Program Goals and Objectives

The goals of the Summer Arts Youth Program Grants are to enable the County of Sonoma and Creative Sonoma to:

- elevate the level of support to creative organizations and individuals dedicated to fostering creativity and providing arts training programs for youth;
- support opportunities for youth to experience the arts in places convenient to their homes, schools and community centers;
- give children the opportunity to maintain learning opportunities when school is out of session;
- support projects that address children whose ability to participate in such programs may be limited by geography, economics or disability;
- fund student participation across the geographic regions of the County.

The objective of the program is to grant funds to non-profit organizations and/or individuals who are partnering with Fiscal Sponsors that will provide children in Sonoma County with opportunities to attend high quality cultural arts summer camp programs. If you are an individual and do not have a Fiscal Sponsor relationship, please refer to the following website to determine if you wish to move forward: <https://www.councilofnonprofits.org/tools-resources/fiscal-sponsorship-nonprofits>.

Eligibility

Summer Arts Youth Program Grant recipients must produce a minimum of 20 hours of arts/creative programming, for students from 7 (or entering first grade) to 18, during the Summer 2015 (July 1 – September 30, 2015).

To be eligible to apply, applicants must:

- Be legally incorporated in the state of California as nonprofit with tax-exempt status under section 501(c)(3) of the United States Internal Revenue Service code **OR** have a participating Fiscal Sponsor. Applicants/respondents using Fiscal Sponsors must complete and submit the Fiscal Sponsor Supplement, providing that the Fiscal Sponsor meets all the Eligibility Criteria and has a mission statement and organizational values

similar to the Applicant organization. An applicant may apply that is also serving as a Fiscal Sponsor for a separate applicant.

- Be headquartered in Sonoma County.
- Have a minimum one year track record of providing high quality, comprehensive and specialized arts or creativity camp programs for children/youth.
- Be the camp "owner/presenter" directly responsible for managing, overseeing and implementing ALL administrative aspects of the proposed camp program, including but not limited to camper registration, reporting, data collection, scheduling, program design, presentation, etc.
- Offer arts/creativity programming as the primary focus of the organization's activities.

The following are not eligible to apply:

- Departments, divisions, projects, commissions and boards of the County of Sonoma County
- Programs not accessible to the public
- Organizations submitting incomplete or handwritten applications

Grant funds may not be used to underwrite scholarships for participation in other organizations' arts programs, and should target youth who reside within Sonoma County.

Evaluation Criteria

The following criteria will be used to evaluate each application:

- **Impact** as evidenced by: high quality, active participation and enriching experiences for children and youth in the cultural arts; effectiveness in utilizing the arts to create positive, stimulating and educational experiences for young people; clear description of how the impact on participants will be measured (i.e., post event surveys, observation, etc.); number of youth anticipated to be served directly and effectively by the project.
- **Artistic Merit** as evidenced by: quality and scope of the camp program; expertise and experience of key artistic personnel implementing the camp program; reputation and history of the organization/individual, its programs and services; track record of providing high quality, comprehensive and specialized cultural arts summer camp programs for children and/or youth.
- **Management Capability** as evidenced by: expertise and experience of key administrative personnel; capacity to attract additional outside support – financial, in-kind, volunteer, etc.; financial stability of the organization and/or previous project(s); ability to document/provide evidence of student participation and outcomes; ability to document/provide evidence of committed partners or collaborators; board and/or volunteer support of the organization.
- **Targeted Audience Development:** demonstrated efforts to reach underserved children and youth who may be limited by geography, economics or disability.

Grant Amounts

Applicants may request up to \$20,000. Note: Funding is limited and applicants must demonstrate the administrative, programmatic, fiscal and technical capacity to implement the project and to manage the amount of their request responsibly. Applicants should thoroughly explore other funding in addition to seeking support from this program in order to ensure successful implementation of their project.

Grant dollars may be used only for expenses directly related to the proposed project.

Deadlines

June 26, 2015	Applications Available
July 10, 2015	Applications Due
July 16, 2015	Grant Awards Announced

Submission Process

Applications must be submitted via email to: Kristen Madsen, Director Creative Sonoma, Kristen.madsen@sonoma-county.org.

Questions

Please plan to attend a Q&A session, live or via phone, on Thursday, July 2, 2015 from 10:00 am until Noon, at Creative Sonoma, 141 Stony Circle, Suite 110, Santa Rosa, CA 95401, or dial in at: 707.565.8996 (no code necessary). Additional questions may be addressed to Kristen Madsen, Director Creative Sonoma, kristen.madsen@sonoma-county.org.

Required Attachments

Please include the following attachments with your completed Application Form.

Organizational Applicants

- Organizational Bylaws
- IRS Tax Exempt Determination Letter

Individual Applicants

- Resume of Project Director

Applicants Using a Fiscal Sponsor

- Fiscal Sponsor Form
- Fiscal Sponsor Agreement
- Fiscal Sponsor's IRS Tax Exempt Determination Letter

Optional Attachments

You may attach up to 5 pages of additional documentation (i.e., press clippings, programs, curriculum, etc.).

Grant Award Notice, Payments and Final Report

Grantees will receive an electronic grant award notification packet which will include a grant agreement (contract) and a Final Report form. The Contract must be completed and signed in order to receive payment. The Final Report document will ask Grantee to document the results and outcomes of the project and is required to be submitted no later than 30 days following completion of the project. Future funding from Creative Sonoma will not be provided to any grantee who has not completed a Final Report.