

## Art for Racial Justice Grant Guidelines

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Art for Racial Justice Grants support artists to create work with a lens of resilience and racial equity, that benefits people who live or work in Cambridge. Individuals and organizations can apply for grants of \$5,000 to support cultural projects that further racial justice.

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### Art for Racial Justice Grant Description

Art for Racial Justice, a new opportunity from Cambridge Arts, will fund BIPOC (Black, Indigenous, and People of Color) artists seeking to advance racial justice through collaborative projects in their communities; projects that authentically reflect the interests, visions, and participation of BIPOC communities in Cambridge. We believe that artists are uniquely suited to help us to move through and respond to the devastation and pain caused by systemic racism, most currently manifested in the disproportionate impact of the COVID-19 pandemic on BIPOC, and in the ongoing police violence against Black people. Cambridge’s BIPOC artists can help us to imagine and build a future in which we can all thrive. We look forward to presenting the work of our creative community in a way that supports public health recommendations and responds to and lifts up the Black Lives Matter movement working for racial justice in our City, our country, and around the world.

### Art for Racial Justice Grant Award Amounts

Five grants of \$5,000 will be awarded to individuals and organizations to carry out cultural programs with a lens of resilience and racial equity and that benefit people who live or work in Cambridge.

## Art for Racial Justice Grant Eligibility

Artists and creatives who live or work in Cambridge, and arts organizations whose activities are based in Cambridge, are invited to apply for the Art for Racial Justice Grant. Preference will be given to artists who identify as BIPOC and arts organizations that are BIPOC-led.

**All activities for Art for Racial Justice Grants must take place in Cambridge and benefit people who live or work in Cambridge with public safety in mind and the latest guidelines from the State and City around Coronavirus precautions in place.**

- *Program Eligibility*

All approved projects must be completed within an 18-month window of eligibility, between the July 1st preceding the application deadline in November, and December 31<sup>st</sup> of the following year.

- *Public Benefit*

Projects must demonstrate a community benefit. Funds support activities that contribute to the cultural vitality of the community as a whole, rather than benefiting any one private individual or group. This does not mean that a large audience needs to participate in order to satisfy the requirement of community benefit.

- *Non-Discrimination*

Cambridge Arts will not fund projects that discriminate on the basis of race, gender, religion, creed, color, national origin, disability, sexual orientation or age.

- *No Substitution*

Cambridge Arts Grant Program funds are neither intended to replace nor supplement existing public funds for programs in the arts, humanities, or interpretive sciences, nor to be used as the sole source of project funding. Any item or activity that is generally considered the financial responsibility of the City will not be approved, even if funding did not previously exist for that item or activity.

- *Access*

Cambridge Arts is committed to abide by state and federal regulations which bar discrimination on the basis of race, gender, religious creed, color, national origin, ancestry, disability, age, gender identity, or sexual orientation, and which require accessibility for persons with disabilities. Cambridge Arts and its grantees are expected to be in compliance with:

- The Americans with Disabilities Act of 1990 (ADA)
- Section 504 of the Rehabilitation Act of 1973 (Section 504)
- Title VI of the Civil Rights Act of 1964
- Other applicable state and local laws

Cambridge Arts aims to help grantees understand their obligations and recognize the opportunities that increasing access can provide for both the public and the grantee. Individuals and organizations funded by Cambridge Arts that present public programs or offer services to the public must make reasonable accommodations to ensure that

people with disabilities have equal physical and communications access, as defined by federal law.

**We highly recommend that you contact us as soon as you have an idea for a grant proposal so that we can give you feedback and help frame your concept for this grant.**

Kirsten Swartz at [kswartz@cambridgema.gov](mailto:kswartz@cambridgema.gov)

### Art for Racial Justice Grant Review Criteria

1. Quality and creativity of the project's design	30%
2. Involvement from and significance to BIPOC communities	30%
3. Key personnel	20%
4. Clarity and feasibility of budget, timeline, and evaluation plans	20%

1. Quality and Creativity of the Projects' Design
  - How does this project align with the goals of the Art for Racial Justice Grant?
  - What are the motivations behind the project? How well outlined is the project's approach?
  - Does this project represent a particularly innovative or creative viewpoint?
  - How does this project contribute to a larger discourse around the Black Lives Matter movement?
  - Will this project make a strong impression on its viewership or the artist that is creating it?
2. Involvement from and significance to BIPOC communities
  - How readily available will this project be to BIPOC communities?
  - What can community members take away from this project?
  - Does this project explore any themes that are relevant to the surrounding community?
  - Does this project address specific needs/interests of BIPOC communities?
  - Are there letters of support from members of the community?
  - How will the target audience gain access to this project?
  - How well will this project engage a BIPOC audience?
3. Key Personnel
  - Are their qualifications sufficient to complete project in the manner outlined by the proposal?
  - Is there significant representation of BIPOC in the key personnel?
  - What roles will key personnel play and how do these roles reflect their background?
  - Are there any areas of expertise?
  - Have there been any significant awards or distinctions given?
  - Is the applicant an emerging artist or professional?

- How would this project elevate the applicant’s professional status?
4. Clarity & Feasibility of Budget, Timeline, Publicity and Evaluation Plans
- Does the applicant demonstrate an understanding of the project’s scope & scale?
  - Does the budget clearly state how all funds will be utilized?
  - Does the timeline adequately address the nature of the project?
  - Do the evaluation plans consist of a comprehensive approach?
  - Overall, how detailed are the budget, timeline, and evaluation plans?

### Art for Racial Justice Grant Application Instructions

All Applications must be submitted online via the Cambridge Arts SlideRoom portal:

<https://cos.slideroom.com/#/permalink/program/56944>

- The Art for Racial Justice Grant applications must be submitted by 11:59pm on Monday, November 16, 2020 via the Cambridge Arts online application portal.
- Applicants who apply for the Art for Racial Justice Grant will not be eligible to apply for the Individual Project Grants.
- Hard copy applications will not be accepted.
- The Art for Racial Justice Grant online application consists of three sections:
  1. Applicant Information
  2. Art for Racial Justice Grant Questions
  3. Supplemental Materials

### Application Steps

1. Log on to the above website and complete a onetime registration process. If you already have a SlideRoom profile from participating in Cambridge Arts Open Studios, through our Public Art Registry, or from applying previously for a Cambridge Arts Grant, you can skip Step 1 and Step 2.
2. Log in to your personal e-mail account and follow the instructions in the e-mail sent to you during your registration process to complete your registration. If you do not see the registration email, check your junk/spam folder for an email from SlideRoom.
3. Using your newly created login information, log on to the Cambridge Arts Art for Racial Justice Grants web portal at the above URL.
4. Click the blue “Begin Application” button.
5. Answer the Applicant Information questions
6. Answer the following questions related to the Art for Racial Justice Grant
  - a. Program Name
  - b. Where will your project take place?
  - c. Individual website
  - d. Project media
  - e. Project Description

- f. List of participants or collaborators, and how they will be involved in your project
  - g. Describe how you and your collaborators would fulfill the grant program’s goal to support “BIPOC artists seeking to advance racial justice through collaborative projects in their communities.”
  - h. Estimated Timeline for Program Activities
  - i. Evaluation Plan
  - j. Project Budget (upload) Include general estimated costs. Possible budget items include: artist fees, materials, staff time, documentation, accessibility services such as ASL interpretation or open captioning, equipment rentals, space rental, transportation, marketing or outreach, printing, technology, installation, maintenance, etc. Clearly note which item(s) of the budget this grant would support.
  - k. Letters of Support (upload)  
Letters of support should confirm the commitment of collaborators to the project. Applicants are highly encouraged to include letters from community members showing support for their project.  
Provide written confirmation that your project will take place at the proposed venue. This can be submitted as a letter from the venue, an email confirmation, a rental agreement, an official schedule of events including your project, or any other written confirmation that your project is scheduled to take place at your proposed venue. Organizations hosting the proposed project at their own venue are not required to submit this confirmation.
  - l. Public Art Projects Letters (upload)  
Please see the Public Art Grant Application Guidelines document available on the Cambridge Arts Grants website.
7. Upload up to 10 additional media that would support your application, including video, images, audio clips, news articles, etc.

### [Grant Program Timeline](#)

#### **Monday, September 14, 2020**

6:00-7:00 pm

Zoom Meeting

General Grant Information & Introduction to  
Online Application – Virtual Workshop

RSVP to [kswartz@cambridgema.gov](mailto:kswartz@cambridgema.gov) by Sept. 11<sup>th</sup>

#### **Thursday, October 1, 2020**

Applications Open

#### **Friday, October 16, 2020**

Public Art & School Proposals Eligibility Deadline  
Applications for public art or school related  
projects must have met with the appropriate  
approval parties by this time. See pages 13 -14 for  
more information.

<b>Monday, October 19, 2020</b> 6:00-7:00 pm Zoom Meeting	Free Grant Writing Virtual Workshop Bring a draft proposal for review RSVP to <a href="mailto:kswartz@cambridgema.gov">kswartz@cambridgema.gov</a> by Oct. 16 <sup>th</sup>
<b>Monday, November 16, 2020 @ 11:59pm</b>	Application Submission Deadline All applications & support materials must be submitted online by 11:59pm.
<b>December 2020/January 2021</b>	Review Panels Convene
<b>February 15, 2021</b>	Applicants Notified of Decisions
<b>July 1, 2020 – December 31, 2021</b>	Projects in Progress
<b>December 31, 2021</b>	Final Reports Due All projects must be completed and final reports submitted.

### General Tips and Advice for Applicants

- Keep in mind that panelists read and review multiple applications. Be as clear and concise as possible.
- Late applications and supplementary materials will not be accepted for review.
- We're happy to help you work through questions and concerns you may have as you're preparing your application. If you're having trouble figuring things out, we'd like to help. Never applied before and need help decoding the application? We want to help! Please reach out to Kirsten Swartz at [kswartz@cambridgema.gov](mailto:kswartz@cambridgema.gov)
- Applicants can submit only one application to the Cambridge Arts Grant Program for the 2020/2021 cycle. If you need help deciding which grant opportunity to pursue, please reach out to us and we can talk through the options.
- The National Endowment for the Arts (NEA) provides useful tools for ensuring accessibility for your planned program or event, including the Accessibility Planning and Resource Guide for Cultural Administrators.

<https://www.arts.gov/sites/default/files/AccessibilityPlanningAll.pdf>

### About Cambridge Arts

The Cambridge Arts Council is a city agency that funds, promotes, and presents high-quality, community-based arts programming for the benefit of artists, residents, and visitors to Cambridge, MA. Established in 1974, Cambridge Arts is one of the oldest and most dynamic arts agencies in the country. As a public nonprofit, Cambridge Arts operates with funding from local government, private foundations, corporate sponsors, and individual donors and delivers on its mission by fulfilling three primary roles:

- **Connector:** Through partnerships with artists, presenters, donors, and audiences, the agency operates as a vital cultural presence in the region. From connecting local youth

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with professional teaching artists to securing performance space for both emerging and established ensembles and introducing residents to local artists through Cambridge Open Studios, Cambridge Arts links people and resources from across the artistic spectrum to spark innovative collaboration.

- **Presenter:** In addition to exhibitions and educational programming presented in Gallery 344, Cambridge Arts stages high-profile events such as the Cambridge River Festival, a signature city celebration and regional event. The festival features a wide array of music, dance, theater and visual art and attracts a robust audience of close to 200,000 visitors annually.
- **Funder:** Through the Cambridge Arts Grant Program, Cambridge Arts awards dozens of financial grants each year in support of high-quality, community-based art projects representing all artistic disciplines.

Cambridge Arts embraces a vision that welcomes and supports everyone. Believing that a multiplicity of perspectives is essential to a strong society, we are committed, both in our policies and practices, to building participation in and awareness, understanding, and appreciation of the arts and all cultures. In our ongoing work to address cultural and historical inequities, we strive to be a community anchor that reflects the entire Cambridge community and expands access, opportunities, and inclusion in every form of creative expression. We value diverse voices and people of all ages, backgrounds, ethnicities, abilities, gender identities, sexual orientations, socioeconomic situations, religions, citizenship statuses, and family configurations.

The Cambridge Arts Council is supported in part by the City of Cambridge, the National Endowment for the Arts, and the Mass Cultural Council, a state agency.