

Small Arts Grant Application - Organization

Organization Information

Please note: There is no auto-save in this application. Please be sure to save your work periodically.

Program Officer Shaunda McDill is available to answer questions regarding the Small Arts Initiative. Shaunda can be reached at shaunda@heinz.org or 412-338-2653. For technical assistance, please contact Cheryl Dabat cdabat@heinz.org.

Organization Information

Organization Name

Legal Name

This is your legal name that the IRS has on file, populated by the Tax ID you provided at the beginning of this form.

Also Known As

Please add any abbreviations, nicknames or acronyms. (separated by commas)

Mailing/Street Address

City State
 PA

Zip Code

Organization Main Phone

Please use the following format (###) ###-####

Organization Main Fax

Please use the following format (###) ###-####

Organization E-mail Address

i.e. info@heinz.org (generic email address for the organization), if applicable

Website

Contact Information

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Head of the Organization (i.e. CEO, President or Executive Director)

Prefix	First Name	Middle Name	Last Name
<None>			

Suffix

Title

E-mail

Office Phone
Please use the following format (###) ###-####

Extension

Office Fax
Please use the following format (###) ###-####

Mobile Phone
Please use the following format (###) ###-####

Mailing/Street Address

City	State
	PA

Zip

Primary Contact for this grant request.

No Same as Head of Organization listed above

Prefix First Name Middle Name Last Name

<None>

Suffix

Title

E-mail

Office Phone

Please use the following format (###) ###-####

Extension

Office Fax

Please use the following format (###) ###-####

Mobile Phone

Please use the following format (###) ###-####

Mailing/Street Address

City State

PA

Zip Code

Demographics

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Demographic Questions:

For the past several years, The Heinz Endowments has promoted “Just Pittsburgh” as an aspirational vision of the region where everyone is treated with fairness, dignity and respect, and where everyone has an equitable opportunity to reach their fullest potential to thrive. We’ve used this vision as the foundation of our equity agenda to address historical structural barriers, disparities and racism that impact far too many.

While we maintain this commitment to the region, events of this year have magnified the need to deepen and prioritize our anti-racism and anti-discrimination efforts. We are addressing the root causes of racism, long-standing disparities, other biases and their many intersections. We will also increase targeted support to help develop policies and practices that counter systemic challenges.

We are still learning and trying to create change. We invite all of you to join us. Our approach for the Endowments is to collect and use data to expand our understanding of the needs of the communities and populations served, and how to target our resources to help us track progress, and to enable us to see how well we reflect our communities and populations.

As a starting point, we are soliciting your assistance in collecting demographic data on both your organization and the people and communities you serve. Please help us understand your grant proposal better by providing us with the following equity data about your organization, board, and grant activity management.

Answers are optional and self-reported to the best of your knowledge. Skipping a question is the same as declining to answer. If you are unsure or would like to provide additional clarifying details, a comments field is available for each section.

Head of the Organization/CEO/President/ED self-identifies as:

As an individual, how does the head of the organization self-identify?

Race & Ethnicity (select one from list)

Gender Identity (select one from list)

Primary Project Leader/Staff/Manager on this grant self-identifies as:

As an individual, how does the primary project leader for this grant self-identify?

Race & Ethnicity (select one from list)

Gender Identity (select one from list)

Comments or clarification on Head of Organization or Primary Project Leader

Demographics (cont)

Leadership Team profile:

Number of the organization's staff identified as leadership – such as director, senior, executive, or management:
(please add a whole numeric value)

Race & Ethnicity

Of the number of leadership team members, what number self-identify as follows (please add a whole numeric value):

Asian/Asian American	Black African American	Hispanic Latino/Latina	Native American American Indian	White Caucasian
Pacific Islander	African-descended	Latinx	Indigenous	European

Multi-Race or
Multi-Ethnic
2 or more races/ethnicities

Unknown

Sexual Orientation

Of the number of leadership team members, what number self-identify as follows (please add a whole numeric value):

Gay, Lesbian Bisexual	Heterosexual or Straight
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Unknown

Disability

Of the number of leadership team members, what number self-identify as follows (please add a whole numeric value):

Person With Disability	Person Without Disability
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Unknown

Gender Identity

Of the number of leadership team members, what number self-identify as follows (please add a whole numeric value):

Male	Female	Non-Binary
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Unknown

Comments or clarification on Leadership Team Profile

Staff team working on this grant:

Number of staff team members directly working on this grant
(please add a whole numeric value)

Race & Ethnicity

Of the number of staff team members directly working on this grant, what number self-identify as follows (please add a whole numeric value):

Asian/Asian American Pacific Islander	Black African American African-descended	Hispanic Latino/Latina Latinx	Native American American Indian Indigenous	White Caucasian European
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Multi-Race or
Multi-Ethnic
2 or more races/ethnicities

Unknown

Sexual Orientation

Of the number of staff team members directly working on this grant, what number self-identify as follows (please add a whole numeric value):

Gay, Lesbian Bisexual	Heterosexual or Straight
--------------------------	-----------------------------

Unknown

Disability

Of the number of staff team members directly working on this grant, what number self-identify as follows (please add a whole numeric value):

Person With Disability Person Without Disability

Unknown

Gender Identity

Of the number of staff team members directly working on this grant, what number self-identify as follows (please add a whole numeric value):

Male Female Non-Binary

Unknown

Comments or clarification on Staff Team working on this Grant:

Demographics (cont2)

Board of Directors President/Chair self-identifies as:

As an individual, how does the board chair/president of the organization self-identify?

Race & Ethnicity (select one from list)

Gender Identity (select one from list)

Board of Directors members' profile:

Total number of board members/trustees:

(please add a whole numeric value)

Race & Ethnicity

Of the number of board members, what number self-identify as follows (please add a whole numeric value):

Asian/Asian American	Black African American	Hispanic Latino/Latina	Native American American Indian	White Caucasian
Pacific Islander	African-descended	Latinx	Indigenous	European

Multi-Race or Multi-Ethnic
2 or more races/ethnicities

Unknown

Sexual Orientation

Of the number of board members, what number self-identify as follows (please add a whole numeric value):

Gay, Lesbian	Heterosexual
Bisexual	or Straight

Unknown

Disability

Of the number of board members, what number self-identify as follows (please add a whole numeric value):

Person	Person
With Disability	Without Disability

Unknown

Gender Identity

Of the number of board members, what number self-identify as follows (please add a whole numeric value):

Male	Female	Non-Binary
------	--------	------------

Unknown

Comments or clarification on Board President or Board Members

Project Information

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Project/Request Information

Statement of Purpose

In one brief sentence, detail the purpose of the grant. (one-sentence summary; this is a 255 character field).

Is the organization accessible to persons with disabilities?

Leadership Team

Provide qualifications for the team leading the proposed work, including how the team is connected to the community/communities of focus and reflects the demographics of the population(s) served.

Over what period of time will this funding be used?

Project Start Date

Project End Date

Project Budget

What is the total cost of the project?

Request Amount

What amount of funding are you requesting from The Heinz Endowments? (Max is \$20,000)

Body of work

Creative Organizations & Artists-Small Arts Initiative

Proposal Narrative

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Mission Statement

What is the applicant organization's mission statement?

Artistic Vision & Assessment

What drives you to make the programming selection or the curatorial choices that you do? Please share your most honest assessment of your organization's/consortium's artistic and technical strengths and challenges.

Proposed Project

Describe the proposed project, including the creation process, artistic themes and the narrative of the work, if applicable. Describe the ways you believe this project will allow the organization/consortium to stretch or hone its artistic or technical strengths, or will address artistic or technical weaknesses. If applicable, discuss audition and rehearsal processes, and criteria used to select participating artists.

Project Marketing & Public Relations

What is the target audience and attendance goal for the proposed project? What is your strategy to achieve your attendance goals? Please be specific.

Project Outcomes

What artistic outcomes do you anticipate realizing from this project? What indicators will help you to know that you have successfully met the intended outcomes?

Proposal Attachments

Please upload the following documents to complete your application. To upload a document, click the "Browse" button, locate the document on your computer, click "Open," then click "Upload."

Cover Letter**Cover Letter**

(limit one page)

Submit a brief letter that includes a description of the project, dates and venue; amount of funding requested; and contact name with address, phone number, fax number and email. If there is a particular issue or aspect of your application to which you would like to draw the panel's attention, please share that information in this section. Please also list any public events taking place locally in the next three months.

Key Artists and Technical Staff**Key Artists and Technical Staff**

In one document, provide brief bios on key artists and technical staff.

Project Budget

Project Budget

Provide a balanced project budget itemizing cash income - earned and contributed - and cash expenses for the project. Show calculations for line items greater than \$1,000. Note which revenues are pending and which are firm. List the estimated value of in-kind donations separately, below the budget.

Annual Budget

Current Annual Budget

Provide the organization's current annual budget.

Proposal Attachments (cont)

Please upload the following documents to complete your application. To upload a document, click the "Browse" button, locate the document on your computer, click "Open," then click "Upload."

Financial Statement

Financial Statement

Submit the financial statements of the sponsor's most recently completed fiscal year.

Board of Directors

Board of Directors

Provide a list of the applicant's board of directors with professional affiliations, and identify officers. If you are applying as a consortium, please include your sponsor's board of directors.

Patriot Act

Patriot Act Compliance

Upload a current year, Patriot Act statement on your corporate letterhead, signed by the head of the organization. [Click here for an example.](#)

Work Samples

Work Samples

Submit up to five links to A/V files.

Work sample should speak to the capacity, quality, and professionalism of the organization and participating artists. Submit any combination of the following: slides, DVDs, CDs and catalogs. You may upload your work sample to www.youtube.com and then provide us with the website address. Programs and/or copies of critical reviews (up to five, labeled with date and source) may be included. **Noting that the panel will typically spend less than five minutes viewing a work sample, please make explicit what you would like the panelists to listen to or view.** In this section of your application, you should include the title of the work, its description, and what the work sample demonstrates about your organization or consortium.

1. Work Sample

Enter the website link to your work sample on the first line. On the second line, include the title of the work, description, and what the work sample demonstrates about your organization or consortium.

2. Work Sample

Enter the website link to your work sample on the first line. On the second line, include the title of the work, description, and what the work sample demonstrates about your organization or consortium.

3. Work Sample

Enter the website link to your work sample on the first line. On the second line, include the title of the work, description, and what the work sample demonstrates about your organization or consortium.

4. Work Sample

Enter the website link to your work sample on the first line. On the second line, include the title of the work, description, and what the work sample demonstrates about your organization or consortium.

5. Work Sample

Enter the website link to your work sample on the first line. On the second line, include the title of the work, description, and what the work sample demonstrates about your organization or consortium.

6. Attach a non youtube work sample (if applicable)