



CAP's Creative Recovery Fund (CRF) Guidelines

a program of the Community Arts Partnership of Tompkins County
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Guidelines, Application and Budget Form

are on CAP's grant page [here](#)

To Donate to this Fund

click [here](#) for a direct link, or go to ArtsPartner.org/give

Application Deadline: June 25th, 2021, midnight

Grant Draft Review and Assistance

All applicants are strongly encouraged to discuss their applications before submitting. For technical assistance, application draft review, guidance, or questions please contact Robin Schwartz, CAP's Program & Grant Director at programs@artspartner.org (ideally, at least a week before the deadline).

Submission Includes

- Application (found at the link above)
- Excel budget (found at the link above)
- Supporting materials (optional)

Applicant Eligibility

- Not-for-profit status is not required. Applicants can be Tompkins County arts organizations, businesses, community groups, not for profits, or municipalities.
- Applicants can be individuals 18 years or older and residing in Tompkins County.

About CRF

The CAP Creative Recovery Fund will provide up to \$1,500 for community-focused arts projects that will make a difference in our community's recovery in the focus areas of racial justice, public and mental health, economic recovery, and climate disaster taking place from July 2021 through June 2022.



The grants are administered by the Community Arts Partnership of Tompkins County, with financial support from the Community Foundation of Tompkins County, and individual donors. If you would like to donate to this fund, or know anyone who might like to donate, information is at the link above. Donations will determine not only how much there is to distribute, but how often this grant is offered.

Project Eligibility

- Projects can include exhibits, readings, performances, workshops, concerts, screenings, participatory events, and more. The list of eligible activities is flexible to respond to community needs. The project's primary purpose must be arts in nature and must address one or more of the focus areas listed below.
- Projects can be delivered online or live. Adjustments to delivery based on COVID-19's impact are welcome.
- The grant can fund artist fees, technical support, supplies, and marketing costs. This is not an exhaustive list; however, funding can only be used to directly support the funded project.
- Funding cannot support projects whose sole purpose is fundraising; scholarships, fellowships, awards; retroactive funding; or reception costs. Funding cannot support live events that take place outside of Tompkins County.
- Each application is reviewed on the basis of its own merits. Limited funds are available and applicants, if funded, may not receive the full amount requested.

Focus Areas

Grants based on the project's anticipated impact in one or more of these focus areas:

- Racial Justice
- Public and Mental Health
- Economic Recovery
- Climate Disaster

Community Impact Criteria

Grants are awarded based on the following community impact criteria:

- Arts for Change aesthetic attributes, including commitment to civic engagement and community change; ability of the creative work to facilitate collective meaning; and the ability of the creative work to facilitate an emotional experience.
- The project's ability to advance cultural equity in Tompkins County.

The nature of the projects interactions with communities and expected community participation.

Racial Equity Criteria

To assure racial equity is addressed in award decisions, we will require that at least 40% of funded projects address racial equity in one or more of the following ways:

- The artist(s) identify as Black, Indigenous, or artists of color.

- The project supports the creative expression of Black and/or Indigenous people and/or people of color.
- The project specifically addresses racial justice as its focus area.

Award Notification & Distribution of Funds

- Decisions are sent via email approximately 3 weeks after the application submission.
- If funded, grant recipients must sign and return via email an acceptance agreement. Checks are mailed upon receipt of the agreement.
- Awards checks to individuals are considered income and a W-9 will be required for awards of \$600 or more.

Final Reporting

Awardees submit a final report online within 30 days of the funded project's completion.

Credit

- Where possible (project website, publicity, social media, e-mails), credit to the Community Arts Partnership of Tompkins County must be given using language provided with the award notification.
- CAP reserves the right to describe or reproduce material for publication or public relations purposes from any project receiving funding.

Application Instructions

Send the following as attachments

to Robin Schwartz at programs@artspartner.org

- **Application** (Find on CAP's website on the Grants page; Link at top of this document) Answer questions 1-17 using up to 5 pages. Send as word .doc
- **Excel Budget form** ((Find on CAP's website on the Grants page. Link at top of this document)) Send as .excel
- **Supporting materials (optional)** pdfs, links, or images.

Receipt

Robin will send a "received" response to your e-mail. If you do not get that response, please e-mail again to ensure your materials were received.