

CORE PLUS Outreach Grant Guidelines

Grant Cycle 2025-2026

CORE PLUS Outreach Grants Intent

The CORE PLUS Outreach Grants support live, in-person community engagement through the performing, visual, and interdisciplinary arts in ALL communities of Fort Worth. This is a project-based grant.

NEW THIS YEAR: [Timeline \(1 month earlier than last year\)](#)

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| Grant Applications Open | May 5, 2025 |
| Mandatory Applicant Orientation | May 14, 2025 (live); May 20 (online) |
| Application Deadline | July 11, 2025 |
| Panel Review | August 25 – 29, 2025 |
| Period of Performance Begins | October 1, 2025 |
| Award Notification | November 2025 |
| Period of Performance Ends | September 30, 2026 |

Eligible Requests

You must be a CORE Operating Support applicant to be eligible to apply. Consideration will be given to organizations who demonstrate a thoughtful approach with focused outreach to the most underserved in our community. For example, consider Title 1 schools which due to location or other factors may not be receiving the same level of arts outreach opportunities as other schools in the district. Organizations should also consider citizens of all ages and abilities. Pilot, innovative projects are also encouraged.

If your key mission is arts education, you can apply for CORE Operating Support only.

Projects eligible for funding must:

- Occur between October 1, 2025 and September 30, 2026.
- Be a targeted outreach project. (If you are a large institution with multiple outreach offerings, this grant is not intended to support your overall outreach efforts; instead, you must select a specific project for which to seek funding.)
- go into underserved communities;
- demonstrate inclusiveness of racially, culturally, and economically diverse participants;
- pay artists and arts production costs **NEW THIS YEAR:** with only 30 percent of grant going towards administrative/staff expenses;
- take place in an accessible venue outside of the organization’s home base of operations and/or usual performance venue;
- take place within the city limits of Fort Worth; and
- be offered at no cost to program participants.

Ineligible uses of funding include:

- career day programs;
- marketing and promotion costs;
- facility maintenance;
- scholarships, purchase awards, or cash prizes;
- capital improvements, endowments, construction, or real property;
- debt reduction, interest on loans, fines, penalties, or costs of litigation;
- benefits or special events planned primarily for fundraising;
- sub-granting programs;
- activities for which college or university students receive academic credit;
- financing of political activities; or
- programming that is made inaccessible to any audience member based on gender, gender identity or expression, race, color, natural hair or hairstyles, traditional ethnic or religious attire, ethnicity, nationality, religion, creed, sexual orientation, disability, age, or any other characteristic protected by law, except in projects involving schools or school systems (K-12) or other special populations.

Suggested venues (not mandatory) include:

- community centers;
- places of worship;
- libraries;
- senior centers;
- hospitals;
- Boys & Girls Clubs;
- therapeutic centers; and
- Title 1 schools.

Application Process

Grant requests are accepted once a year in the summer. Grant cycle announcements and deadlines are posted on the Arts Fort Worth website www.artsfortworth.org/core-grants. All applicants must apply for funding online through the Arts Fort Worth [grants portal](#). New applicants must register for the site to begin an application. The CORE PLUS Outreach application is below the CORE Operating Support application, online.

Guidelines and online applications are also available in Spanish. Guidelines are available through www.artsfortworth.org/core-grants. To see the online application in Spanish, go to the [grants portal](#) and in the upper left corner click on "Select Language".

Once applications are received, each application is reviewed for eligibility and completeness by Arts Fort Worth grants program staff. Once this process is complete, the applications are assigned to panelists for in-depth review.

Audiovisual Presentations

NEW THIS YEAR: An additional audiovisual presentation for outreach support will not be required. It is advised, in preparing your CORE operating presentation you include outreach activities.

Panelist Selection

NEW THIS YEAR: The same panel reviewing small, medium and large budget CORE Operating Support applications will also review CORE PLUS applications. Some panelists will be chosen with qualifications and expertise specific to arts education and outreach.

Evaluation Criteria

Applications are evaluated and scored by panelists on the merits listed below. Awards are not based on need.

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| Community Impact | 50 points |
| Capability | 35 points |
| Artistic Mission | 15 points |
| Total | 100 points |

Community Impact:

- Potential to reach underserved populations whose opportunities to experience the arts are limited.
- Efforts to reach new audiences and offer programs that attract both visitors and residents.
- Quality, true relationships with community, partners, artists or others involved. Are the right partners engaged?
- Potential impact on artists (including evidence of direct payment) and the artistic field.

Capability:

- Realistic organizational goals. Is the intended outcome viable?
- Ability to carry out the project based on such factors as the feasibility of the budget, the quality and clarity of the programming goals and design, the resources involved, and the qualifications of the project's personnel.
- Key current metrics and evaluation plans to track success against stated goals.

Artistic Mission:

- Demonstrated progress towards stated mission and goals.
- Demonstrated need for this organization's mission. Approach informed by the community.
- Demonstrate innovation and creativity in mission-driven programming.

Awards

NEW THIS YEAR: Organizations may request program support up to \$10,000. **Requests may not exceed 50% of the program budget or 25% of the organizational budget.** Awarded funds can only be spent on the proposed outreach program. If funds awarded are less than funds requested, the grant recipient will need to provide a revised budget accounting for the reduction.

Matching Requirement

CORE PLUS Outreach grant recipients are required to procure and provide evidence of a 1:1 match of the funds awarded through any combination of earned or unearned income. **NEW THIS YEAR:** In-kind income may be used for 100% of the match. Documentation of in-kind will be requested. The match may not utilize the same funds used for the CORE Operating Grant match. The grant recipient's failure to meet the match will result in a proportionally reduced grant award and may require reimbursement to Arts Fort Worth.

Payments

Payments will be made in 2 equal installments in January and October of the funded year. Organizations that complete the funded program may submit final reporting before the deadline and may qualify for early final payment. All payments are contingent upon the satisfactory completion of Arts Fort Worth grant requirements, including but not limited to the full execution of the grant agreement, the submission of revised project budgets and schedules, and satisfactory past grant reporting. All payments are subject to the availability of funds from City contracts. All payments are made via check.

Reporting

Grantees are required to submit a midway report sharing presentation numbers, locations, and dates, attendance figures, and Fort Worth City Council Districts served. Grant recipients will also submit a comprehensive final report to Arts Fort Worth detailing the use of funds, additional income sources, activities assessment, and statistical outcomes, at the end of the grant period.

All reports are to be obtained and completed via the online grants portal. Failure to complete reporting requirements as specified below is considered a breach of contract with Arts Fort Worth:

- each delinquent report will result in a 5-point demerit per day from the organization's final application scores for the next grant cycle;
- organizations with outstanding reports are ineligible to sign any new contracts for funding;
- organizations with outstanding reports on the date of new grant application submission are deemed ineligible for funding;
- organizations with 3 or more late reports in the current grant cycle are deemed ineligible for funding for the next grant cycle; and
- failure to submit a final report within thirty (30) days after the contract end date will result in forfeiture of all remaining award payments and result in an automatic void of any new/pending award contracts executed between Arts Fort Worth and the grantee.

Acknowledgement

Grant recipients must acknowledge Arts Fort Worth and the City of Fort Worth in the following ways:

- a credit line and/or Arts Fort Worth logo must appear in all published materials and announcements regarding grant-supported activities with language similar to: “[Organization or project] is supported in part by a grant from Arts Fort Worth”;
- the City of Fort Worth should be recognized whenever Arts Fort Worth funding is acknowledged.

Donor listings and logos are available for download at www.artsfortworth.org/grantee-resources.

Advice & Assistance

Arts Fort Worth staff are available year-round to assist with the application process and provide feedback on draft proposals, in advance of the application deadline. Draft applications are accepted for review and feedback up to 2 weeks before the application deadline. Due to the volume of requests, application assistance will not be available the final week before the deadline, however technical support related to the grants portal will be provided.

If you have questions or have needs that make this application process inaccessible to you, please email grants@artsfortworth.org or call (817) 298-3037. The staff's role is to assist the applicant in making the best presentation for funding. Staff will not write the applications or prepare attachments for applicants.

Equity

Through this program we continue an ongoing commitment to support arts for all. Creativity transcends all barriers, real and perceived. We commit to challenging systemic and historic barriers by building a platform where all have an opportunity to express and see themselves in the arts. Arts Fort Worth recognizes historical and structural disparities and a need for alleviation of these wrongs and is taking steps to create a culture of equity.

Appeals

Applicants who are deemed ineligible for funding may appeal the decision if they determine that the grantmaking process as described in these guidelines was not properly followed. Written appeals must be submitted to the Chair of the Board via grants@artsfortworth.org within two weeks of the initial ineligibility notification. Appeals are considered by a review process committee, appointed by the Arts Fort Worth Board Chair. The review process committee will report its findings and recommendations to the Arts Fort Worth Board of Directors for further action. Appeal responses are sent via email. All decisions of Arts Fort Worth and its Board of Directors are final.

Compliance

Arts Fort Worth grant recipients are expected to complete funded activities as proposed in the grant application. Award recipients are responsible for informing Arts Fort Worth, in writing, of any substantial or fundamental changes to funded activities. A written request for approval of changes, including related justification, should be sent to Arts Fort Worth prior to the expenditure of grant funds. Approval is not guaranteed. If the organization's capacity or proposed programming changes significantly, the grant award may be revised or withdrawn. In some instances, awarded funds may be subject to repayment to Arts Fort Worth by the recipient organization.

The compliance measures listed herein are non-negotiable. Any pending or future grants are contingent upon satisfactory compliance with all measures listed above.