

ARTS FORT WORTH



Diversity, Equity, Inclusion & Accessibility (DEIA) Capacity Building Grants

Grant Cycle 2024-2025

About Arts Fort Worth Grants Program

The mission of Arts Fort Worth is to create an environment that promotes, nurtures, and supports the arts in our community. Its competitive grants program fulfills this mission by supporting local arts organizations and the artistic programming they provide within our city. Arts Fort Worth grants are designed to:

- foster a culture of creativity and innovation;
- celebrate community diversity through inclusive artistic expression;
- increase accessibility and encourage broad-based participation in arts activities;
- strengthen the service capacity and business practices of arts providers; and
- promote tourism and economic growth in the City of Fort Worth.

Generous funding for Arts Fort Worth grants comes from the City of Fort Worth, Tarrant County, corporate donors, foundations, and local individuals.

All grant guidelines and awards are subject to the contractual obligations between Arts Fort Worth and the City of Fort Worth. These guidelines are subject to change.

DEIA Capacity Building Support Grant Intent

Diversity, Equity, Inclusion & Access (DEIA) Capacity Building Grants fund meaningful efforts that strengthen an organization’s infrastructure, management, and governance through diverse, equitable, inclusive, and accessible organizational practices.

NEW THIS YEAR: Project period has been lengthened from six months to 12 months.

Timeline

Grant Applications Open	February 1, 2024
Application Deadline	February 29, 2024 by 5:00 PM CST
Award Notification	March 2024
Period of Performance Starts	April 1, 2024
Grant Agreement Execution Deadline	April 26, 2024
Period of Performance Ends	March 31, 2025
Final Report Deadline	April 18, 2025 by 5:00 p.m.

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.

Applicant Eligibility

To be eligible to receive funding from the Arts Fort Worth Grants Program, an applicant organization must:

- have a fiscal year 2022-23 organizational operating budget of at least \$10,000;
- be a 501(c)(3) tax-exempt nonprofit in good standing with IRS and up to date with Form 990 filings;
- be a nonprofit arts organization whose primary mission is the presentation or production of artistic programming;
- demonstrate active operations and a history of at least 2 consecutive years of related program offerings within the City of Fort Worth;
- have a physical headquarters located within the City of Fort Worth and conduct majority (more than 50%) of its work/outreach/programming within the Fort Worth community OR have a Fort Worth based P.O. Box or residential address and conduct a minimum of 65% of its work/outreach/programming within Fort Worth;
- have a salaried full-time or part-time (15-20 hours per week) administrator that is responsible for and authorized to address the contractual obligations of the Arts Fort Worth Cultural Contract and the business management of the organization (artist fees and honorariums do not satisfy paid staffing requirements);
- compensate salaried staff at a rate no less than the federal minimum wage at the time of grant submission;
- have an active board of directors; and
- meet all compliance measures and be in good standing with the Arts Fort Worth Grants Program.

Ineligible applicants include:

- academic institutions and/or their affiliated arts groups;
- fiscal sponsors;
- governmental agencies;
- places of worship;
- former Arts Fort Worth grant recipients with overdue, unacceptable, or falsified reports.

Eligible Requests

Eligible project requests include but are not limited to:

- organizational and programmatic assessments;
- strategic planning;
- revising HR systems and practices;
- staff, docent and board training;
- leadership training;
- board recruitment;
- external communication strategies to cultivate diverse audiences;
- fund development planning to support future DEIA projects;

- purchase of assistive technologies or equipment to make workspaces more accessible; and
- assessing and/or addressing website ADA compliance.

Ineligible uses of funding include:

- 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

Application Process

NEW: 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"](#)

Grant cycle announcements and deadlines are posted on the Arts Fort Worth's website www.artsfortworth.org. All applicants must apply for funding online through its [grants portal](#).

If you have **not** applied for Arts Fort Worth funding since 2022, you will be asked to submit a copy of your organization's most recent, end year 2022 IRS Form 990, 990-EZ or 990-N.

Advice & Assistance

Arts Fort Worth staff are available to assist with the application process and provide feedback in advance of the application deadline. If you require assistance, please contact the Grants and Initiatives Manager at grants@artsfortworth.org. Arts Fort Worth's staff's role is to assist the applicant in making the best presentation for funding. Staff will not write the application or prepare attachments for applicants.

Review Process

Arts Fort Worth staff will review all applications for eligibility. Eligible applications will then be evaluated based on their impact to the applicant organization and the community of Fort Worth. A panel of diverse arts professionals and community members will review the applications and assign scores which will in turn guide funding. All evaluations and awards are based on merit, not need.

Awards

The base DEIA Capacity Building Grant award is \$1,500 and the maximum award is \$3,000.

Awarded funds can only be expended on the proposed activities that take place within the City of Fort Worth. Applicants are not required to request the award maximum. Award notifications are sent to each applicant organization via email through the Foundant grant management system. As such, all applicants should add the email address administrator@grantinterface.com to their contact list to ensure timely notification delivery. Application scores and panelist comments for all applicant organizations are uploaded to the [grants portal](#).

For grant recipients, award details and grant agreements stipulating the terms of the award are also made available through the grants portal. Grantees must return the fully executed grant agreement by the stated due date. Grant agreements not received by the deadline will be voided and funding will be reallocated. Grant recipients will also be asked to share photos for promotional use. All awards are made public via Arts Fort Worth's website and through various agency publications.

Matching Requirement

DEIA Capacity Building Grant recipients are required to procure and provide evidence of a 1:1 cash match of the funds awarded through any combination of earned or unearned income. In-Kind expense (including staff) may be used, but no more than 50% and in the match category only. 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.

Payment

Awards will be paid in full upon submission of the grant agreement. All payments are made via check.

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" and;
- the City of Fort Worth should be recognized whenever Arts Fort Worth funding is acknowledged.

Logos are available for download at <https://www.artsfortworth.org/grantee-resources/>.

Reporting

Award recipients will be required to submit a brief final narrative report describing the accomplishments and impact of the grant supported capacity building project, as well as next steps and lessons learned throughout the process. Grantees will also be required to submit a final DEIA project budget report with supporting financial documentation, including receipts for all project expenses.

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.