

# Advance Redding Fund for the Performing Arts Spring 2025

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*Community Foundation of the North State*

## *Grant Information/Parameters*

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The Advance Redding Fund for the Performing Arts exists to seed opportunities for organizations to collaborate on original performing arts projects for the Greater Redding Community.

One of the goals of this grant is to encourage performing arts organizations to work together on community projects. Therefore, proposals with collaborative components are strongly encouraged. The lead organization should submit the grant application. There is a section in the application to upload MOU's from each collaborating organization. If awarded a grant, the Lead Organization will be responsible for both the fiscal management and the grant reports.

The projects must take place within and include residents of the Redding area which is defined as Cottonwood (within Shasta County) to the South, Shasta Lake City to the North, Palo Cedro to the East, and Igo/Ono to the West.

Grant requests: up to \$24,500

Organization Information: If this is a collaboration, all organizational and fiscal information questions apply to the lead organization (applicant) only. There is a section in the application to upload MOU's from each collaborating organization.

Eligible organizations include: Nonprofits with a public tax exempt status under Section 501(c)(3) of the IRS Code (public charities), public entities (ex: counties, special districts, federally-recognized tribes), or projects/programs fiscally-sponsored by a nonprofit or public entity.

Organizations with a grant report past due to the Community Foundation are not eligible to apply.

## *Proposal*

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### **Project Name/Grant Description\***

At its simplest core, what will be done if the grant is awarded? Most common examples start with "purchase", "support", "provide", "create", etc.

A good grant description can include:

What – What is the primary purpose of the grant?

Who – Who is specifically meant to benefit from the grant?

Where – What geographic area(s) is the grant meant to serve?

Example: Create an interactive street theater project in downtown Redding

*Character Limit: 250*

### **Under what applicant type are you applying?\***

#### **Choices**

501c3 public charity/nonprofit

Public entity (ex: school, city, county, special district, federally-recognized tribe)

Project fiscally sponsored by 501c3 nonprofit or public entity

### **Where will the project take place?\***

What is the physical address where the project will take place?

*Character Limit: 250*

### **Optional: If your org has a physical address different from your mailing address, enter it below.**

If your organization has a physical address different from the mailing address provided in the organizational record, please enter the physical address here, including street, city, state and zip.

Ex: 123 Sally St. Redding, CA 96001

*Character Limit: 250*

### **Which field best describes your project?\***

#### **Choices**

Dance

Theater

Music

Other - please describe in project summary description

### **Project Description\***

Please briefly summarize your project and request. In addition to who/what/where/why, make sure to include:

- What goals do you have for the project?

- Why is this project important?
- Who are the collaborating partners and what are their responsibilities and/or what will they contribute to the project?
- Who is your target audience & how will you connect with them?
- How will you market your project?

*Note: Collaborative efforts on performing arts projects are strongly encouraged.*

*Character Limit: 3500*

### **Provide a timeline for your project, including key milestones and the estimated completion date.\***

Please note, it takes up to 3 months from the application due date for the grant review process to complete. As such, project activity should start a minimum of 3 months from the application due date. Reimbursements for costs incurred prior to grant award are not eligible. If awarded, projects must be completed within 12 months of grant award notification.

*Character Limit: 3500*

### **Collaboration - MOU Upload**

If this is a collaboration, Memorandum of Understandings are required for each collaborating organization. Please upload signed MOUs between the Lead Organization (grant applicant) and each organization that is included in the application.

*Note: One PDF can be uploaded per question. You can combine all of your MOUs into one PDF and upload here, or utilize the other MOU Upload questions to add them.*

*File Size Limit: 4 MB*

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*File Size Limit: 4 MB*

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*Note: One PDF can be uploaded per question. You can combine all of your MOUs into one PDF and upload to the first MOU question, or upload additional MOUs here.*

*File Size Limit: 4 MB*

**Please provide a related photo as it helps to describe the project.\***

A picture is worth a thousand words, especially for visual learners. If awarded, this photo may be used for social media/marketing purposes. As such, we prefer high-resolution photo or video with front-facing people engaged in activity related to the organization's work.

Please include a line of text to describe the photo context & how it relates to the project.

*Character Limit: 1000 | File Size Limit: 3 MB*

**Optional: If you would like to share a video related to the project, please provide the weblink.**

*Character Limit: 2000*

## *Project Budget*

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**Total project cost\***

This is the total cost of the project, including the amount of the grant request.

*Character Limit: 20*

**Amount Requested\***

Amount requested should be between \$10,000 and \$24,500.

*Character Limit: 20*

**Please upload a PDF of the project budget showing all anticipated income and expenses.\***

Please show

- All anticipated revenue streams including but not limited to
  - Grants
  - Ticket sales
  - Donations (both real an in-kind)
- All anticipated expenses
  - Up to 8% of grant may be used for indirect/admin costs
  - If this is a collaboration, make it clear to us what expenses will be incurred by each collaborating agency. Feel free to list each organization separately if that's helpful.
- Total all project costs
- Total request for this grant

Often, competitive applications demonstrate partial funding from other sources, though no formal match is required.

Grants are not awarded to or for: budget deficits, endowment funds, annual fund drives, land purchase, or reimbursements of costs incurred prior to grant award.

*File Size Limit: 5 MB*

### *Organizational Info & Financials - Only complete if 501c3*

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**Explain the history and purpose of the organization, including recent achievements and challenges.\***

Tell us about your organization from a helicopter level, in case reviewers are unfamiliar, or to update those who may be familiar. If this is a collaborative, this question applies to the Lead Organization only.

*Character Limit: 3500*

**Please upload a PDF of the organization's Income & Expense Statement\***

This is also known as a Profit and Loss Statement or Statement of Activities. It should represent the closest 12- month time period. If there is an unusually large net gain or loss (ex: >10% of gross revenue) please explain on the upload. What caused this? If this is a collaborative, this question applies to the Lead Organization only.

*File Size Limit: 2 MB*

**Please upload a PDF of the organization's Balance Sheet\***

This is also known as a Statement of Financial Position. This sheet should have a date matching that of the end date provided on the Income and Expense Statement (time periods should match). If this is a collaborative, this question applies to the Lead Organization only.

*File Size Limit: 2 MB*

### *Organizational Info & Financials - Only complete if Public agency*

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**Explain the history and purpose of the organization, including recent achievements and challenges.\***

Tell us about your organization from a helicopter level, in case reviewers are unfamiliar, or to update those who may be familiar. If this is a collaborative, this question applies to the Lead Organization only.

*Character Limit: 3500*

**Please upload a PDF of your current year department budget (1-2 page summary).\***

If this is a collaborative, this question applies to the Lead Organization only.

*File Size Limit: 2 MB*

### *Fiscal Sponsor Information - Only complete if Fiscal Sponsor*

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Please provide information about the organization fiscally-sponsoring your project/program.

#### **Fiscal Sponsor - Organization Name\***

*Character Limit: 250*

#### **Fiscal Sponsor - Organization's EIN/Tax ID\***

This number can be found on Guidestar.

*Character Limit: 10*

#### **Fiscal Sponsor - Organization's State Corporation Number\***

For California organizations, this can be found on the CA Secretary of State Business Search page. For out-of-state organizations, please reference state's business search page.

*Character Limit: 25*

#### **Fiscal Sponsor - Organization's website\***

*Character Limit: 2000*

#### **Fiscal Sponsor - Organization's Mailing Address\***

*Character Limit: 250*

#### **Fiscal Sponsor - Organization's City, State & Zip\***

*Character Limit: 250*

#### **Fiscal Sponsor - Organization's CEO/ED Name & Title\***

*Character Limit: 250*

#### **Fiscal Sponsor - Organization's CEO/ED email\***

*Character Limit: 254*

#### **How and when did you select your fiscal sponsor?\***

*Character Limit: 3500*

### *Organizational Info & Financials - Only complete if Fiscally-sponsored*

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For fiscally-sponsored organizations, please attach financials for BOTH the organization sponsoring your project as well as for your specific sponsored project, if available.

#### **Please upload a PDF of fiscal sponsor's Income & Expense Statement\***

This is also known as a Profit and Loss Statement or Statement of Activities. It should represent the closest 12- month time period.

If there is an unusually large net gain or loss (>10% of gross revenue) please explain more in the text box. What caused the large gain or loss? If there is not a large net gain or loss, write "N/A" in the text box.

NOTE: This is a request for the financials from the 501c3 organization that is fiscally-sponsoring your project.

*Character Limit: 1500 | File Size Limit: 2 MB*

### **Please upload a PDF of fiscal sponsor's Balance Sheet.\***

This is also known as a Statement of Financial Position. This sheet should have a date matching that of the end date provided on the Income and Expense Statement (time periods should match).

NOTE: This is a request for the financials from the 501c3 organization that is fiscally-sponsoring your project.

*File Size Limit: 2 MB*

### **Please upload PDF of fiscally-sponsored Project's Income & Expense Statement**

This is also known as a Profit and Loss Statement or Statement of Activities. Statement should represent the closest 12 month time period.

If there is an unusually large net gain or loss (>10% of gross revenue) please tell us more in the the text box below. What caused the large gain or loss? If there is not a large gain or loss, write "N/A" in the text box.

NOTE: This is a request for your lead organization's financials (your sponsor's financials are requested above).

*Character Limit: 1500 | File Size Limit: 2 MB*

### **Optional: Please upload a PDF of fiscally-sponsored project's Balance Sheet.**

This is also known as a Statement of Financial Position. This sheet should have a date matching that of the end date provided on the Income and Expense Statement (time periods should match).

NOTE: This is a request for your lead organization's financials (your sponsor's financials are requested above).

*File Size Limit: 2 MB*

## Agreements & Authorizations

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### Use of Grant Funds\*

By agreeing to this statement, the applicant hereby agrees that funds, if granted, will be used only for the purpose described in this proposal unless written approval for revision is granted by the Foundation.

#### Choices

I agree

### CFNS Non-discrimination Policy\*

Applicant organization (or applicant individual, if artist) affirms it does not discriminate as outlined below and that it complies with the Community Foundation of the North State (CFNS) Non-Discrimination Policy: *The Foundation seeks to promote respect for all people. We hold ourselves, and those whom we support, to a high standard of nondiscrimination. The Foundation will not knowingly support organizations whose programs or services are not open to all without discrimination on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law. We recognize that organizations may identify special needs in the community and target programs or services to a specific population based on those needs; however the programs must be open to all people in those targeted populations to be eligible for grant consideration.*

#### Choices

I agree

### Authorization\*

I have sought and obtained permission from senior leadership of the organization that is represented by this application. The following name and title is the representative of the organization from whom I obtained permission to submit this application. If applicant is individual artist, write your name here.

*Character Limit: 250*