

*FY 2023-24 COP App:

FY 2023-24 COP Application

To apply for the FY 2023-24 Cultural Organizations Program, you must read and understand the

[2023-24 Cultural Organizations Program Guidelines](#)

in its entirety. A PDF download of the FY 2023-24 COP Guidelines can be found on the

[COP webpage](#)

of the

dallasculture.org

website.

Have you read and understood all the Cultural Organizations Program criteria and guidelines as described in full detail in the FY 2023-24 Cultural Organizations Program Guidelines as documented on the dallasculture.org COP webpage for the 2023-24 fiscal year?

Organization Information

Organization Name

Are you a current recipient of COP funding for the 2022-23 year?

Tax ID

Please provide your organization's tax ID number to verify non-profit status.

Incorporation Year

Please provide the year in which your organization received your IRS 501(c)3 non-profit status.

Fiscal Year

Please enter the start and end dates for your organization's current fiscal year.

Fiscal Year Start Date

Fiscal Year End Date

Funding

The limit on support through the COP program is scaled to be proportional, based on the higher of 1) the unrestricted operating revenue from the previous year's audited records, Form 990, or Form 990 EZ or 2) the average unrestricted operating revenue from the previous three (3) years' official audited records, Forms 990, or Forms 990 EZ. In no case shall the amount of funding for an organization through the COP program be greater than:

- 30% of the applicant organization's revenues up to \$250,000;
- 25% of the organization's revenues between \$250,000 and \$500,000
- 20% of the organization's revenues between \$500,000 and \$1M
- 15% of the organization's revenues between \$1M to \$3M
- 10% of the organization's revenues between \$3M to \$5M
- 5% of the organization's revenues between \$5M to \$10M
- 1% of the organization's revenues between \$10M to \$15M and .5% of the organization's revenues greater than \$15M

Total support by the City in a fiscal year, whether cash or in-kind, regardless of the department from which the funds and support originate, shall not exceed:

- 50% of an organization's most recent year's audited revenue for organizations with revenue less than \$1 million.
- 40% of an organization's most recent year's audited revenue for organizations with revenue of \$1 million or more.

What is the total revenue, excluding in-kind revenues, for your organization's most recently completed fiscal year, OR the average of the past three years' revenue? This must be verified and match the information on your 990.

History

Please provide a brief history of your organization in the space below (limit to 500 words).

Mission Statement

Please provide your organization's mission statement.

Artistic & Executive Leadership

Please provide brief bios of the key artistic leadership or staff for your organization. Limit three.

Please provide brief bios of the key executive leadership or staff for your organization, if they are not also artistic leaders. Limit three.

Do you currently have at least one paid full- or part-time W-2 employee, with the intent that this position will be retained throughout the duration of the 12-month contract period (October 1, 2022 - September 30, 2023)? If not, do you have plans to hire a W-2 employee by October 1, 2022?

FY 2023-24 COP Proposal

Public Benefit

This section should relate to the Public Benefit panel scoring criteria as referenced in the FY 2023-24 COP Guidelines. **Public Benefit - The applicant defines its community in relation to its mission and provides programming that serves its identified audiences and promotes sustainability in the arts and culture sector of the City of Dallas.**

- Creates unique or meaningful arts and cultural experiences
- Provides inviting opportunities which are accessible to the intended audience
- Meaningfully engages the community to achieve its mission
- Promotes a sustainable arts ecosystem
- Partners with Dallas-based artists or organizations.

Note: Please do not include any proposed events and services outside of the limits of the City of Dallas.

Describe the main cultural programs and services your organization proposes for the 2023-24 fiscal year (October 1, 2023 - September 30, 2024). How do the proposed cultural programs and services written above relate to your mission and serve your audiences?

Access and Impact

This section should relate to the Impact panel scoring criteria as referenced in the FY 2023-24 COP Guidelines.

Impact - The applicant eliminates barriers and increases equitable access and inclusivity through mission-driven community/neighborhood programming, outreach, and involvement.

- Reflects the values of cultural equity, access, and inclusion through programming

- Invests time, resources, and programming in historically underserved communities
- Elevates and expands neighborhood cultural assets
- Increases creative access, awareness, and appreciation in neighborhoods across Dallas
- Involves, represents, and centers on people and communities most impacted by racism and other forms of discrimination

Describe the organization's operation and/or services in relation to community/neighborhood programming, outreach, and involvement. Explain how the programming described above eliminates barriers and increases equitable access and inclusivity.

Proposed Programming Diversity

Please provide the following estimated audience diversity information for attendance at the organization's City of Dallas COP 2022-23 event(s). Totaling to 100%. If none, enter "0". (Categories of race/ethnicity were informed by the 2010 US Census and Grantmakers in the Arts.)

% Black/African/African-American

% Asian/Asian-American

% Hispanic/Latinx

% American Indian/Native American/Alaskan Native

% Native Hawaiian/Pacific Islander

% White

% Arab/Arab-American/Middle-Eastern

% Multi-Racial

Proposed Programming Diversity Total (Note: this should total 100)

Please list any special interest groups you intend on serving through your proposed programming (e.g. veterans, youth, seniors, etc.).

Organizational Capacity

This section should relate to the Organizational Capacity panel scoring criteria as referenced in the FY 2023-24 COP Guidelines.

****Organizational Capacity (15 points) – The evaluation of the organization’s ability to successfully plan for and manage its proposed services and audience. ****

- Clarity of application
- Ability to execute and deliver proposed services
- Supplemental materials enhance the overall application
- Clearly defined organizational goals
- Plans to monitor organizational success
- Marketing and communication strategies show an understanding of audiences

Goals

Please list three major goals your organization has for the 2023-24 COP year.

Goal 1

Goal 2

Goal 3

Marketing & Audience Development

Please briefly describe your organization's use of marketing initiatives to expand or develop new or current audiences.

Monitoring Success

Describe your organization's processes for gathering data and/or statistics that are used to evaluate the organization's impact/success through programming. Please include any data or examples as you see fit.

Tourism

Do your programs promote tourism and the convention and hotel industry through the encouragement, promotion, improvement, and application of the arts?

How many out-of-town visitors did you attract in your most recently completed fiscal year?

Please provide details on how your data for out-of-town visitors is collected.

ADA Compliance

Are ALL projected venues or sites for events and services for the public accessible and compliant with the Americans with Disabilities Act (ADA),

Organization Board Governance

Give or Get Policy: In your organization's most recently completed fiscal year, what percentage of board members contributed either by personal donation or securing predetermined funding from a third party for the organization?

Required Materials

If applicable, please upload the following documents or materials:

1. FY 2023-24 Projection Matrix (optional, worth up to 4 points)
2. Most recently completed fiscal year's IRS Form 990 EZ or Form 990
3. IRS Non-Profit Letter of Determination (New applicants only)
4. Board of Directors Roster (provide contact information and note all officer positions (e.g. Board Chair). Do not include ex-officio or non-voting members.)
5. Equity, Diversity, & Inclusion Policy (provide a link to the webpage where the document has been published)
6. Safe Workplace Policy

FY22-24 COP Video:

Name	Attachments

COP Video Presentation Submission

Organization Name

For this year, panel reviews will be executed remotely. In lieu of in-person presentations, each applicant will be required to submit a 10-minute maximum presentational video and attend a 10-minute question and answer session via a web-meeting platform (e.g. Zoom, Microsoft Teams, etc.) with the applicant's respective panel.

Applicants may reference the Q&A session timeline in the current COP Guidelines for the date during which the question and answer sessions for each tier will take place. A shorter 30-minute timeslot will be made available to applicants at least a week in advance of the question and answer session. During the question and answer session, applying organizations must be represented by principal representatives, e.g. the Executive Director, Artistic Director, Board President, and/or a Financial Officer or other staff as determined by the organization.

In your video submission, please address materials relevant to the panel scoring criteria as laid out in the current year COP Guidelines:

Public Benefit – The applicant defines its community in relation to its mission and provides programming that serves its identified audiences and promotes sustainability in the arts and culture sector of the City of Dallas.

Access & Impact – The applicant eliminates barriers and increases equitable access and inclusivity through mission-driven community/neighborhood programming, outreach, and involvement.

Organizational Capacity – The evaluation of the organization's ability to successfully plan for and manage its proposed services and audience.

Applicants may include any materials, videos, visuals, data, etc. as desired to share and supplement the application narrative. The video presentation should mimic what would be presented in person. To create a fair and equitable process, the review panel will be instructed to focus on the content, not the production value of the presentations.

NOTE:

*Videos may be a maximum of 10 minutes in length, but it is acceptable to submit a shorter video presentation

*Panelists will be instructed to stop watching presentations at the 10-minute mark.

Video Link Confirmed by OAC Staff

In the Video Link (Admin Submitted) field, you will find a link to the applicant's video submission that has been created and/or confirmed by OAC staff.

Video Link (Admin Submitted)

Applicant Video Submission

File upload and links below were made directly by the applicant.

Select the method of video submission.

Video File Upload

Video Link

FY 2023-24 COP Div:

Name	Attachments

FY 2023-24 COP

Organization Diversity

Organization Name

ALAANA

Office of Arts and Culture

Cultural Policy:

Definition: ALAANA means African, Latinx, Asian, Arab, and Native American. * This also includes Native Hawaiian and Pacific Islander.

****An ALAANA organization is one whose primary *intentions, practices, and mission* are by, for, or about ALAANA artists, cultures, and communities. The word “for” refers to the intention of the organization to perpetuate, promote, and present art that is representative of an ALAANA culture and people and/or is given form by ALAANA artists.* *categories as based on Grantmakers in the Arts definitions as of 2018* **** categories as defined by the US Census Bureau

Based on the definition above, does your organization consider itself to be ALAANA?

Please select the ALAANA designations that are relevant to your distinction as an ALAANA organization.

Black/African/African-American, Asian/Asian-American, Hispanic/Latinx, American Indian/Native American/Alaskan Native, Native Hawaiian/Pacific Islander, Arab/Arab-American/Middle-Eastern

Is your board 30% or more ALAANA?

Is your W-2 employee workforce 50% or more ALAANA?

According to the US census bureau, the City of Dallas is made up of 70% ALAANA residents. Is the audience you serve at least 70% ALAANA?

LGBTQIA+

LGBTQIA+ means Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual and other associated communities.

An LGBTQIA+ organization is one whose primary ***intentions, practices, and mission*** are by, for, or about LGBTQIA+ artists, cultures, and communities. The word “for” refers to the intention of the organization to perpetuate, promote, and present art that is representative of an LGBTQIA+ culture and people and/or is given form by LGBTQIA+ artists.

Based on the definition above, does your organization consider itself to be an LGBTQIA+ organization?

Board/Staff/Contract Labor Diversity

Please provide the number, race/ethnicity, and gender for your organization's CURRENT GOVERNING BOARD (board of trustees, board of directors), STAFF (full and part-time), and CONTRACT LABOR. If none, enter "0". Categories of race/ethnicity were informed by the 2010 US Census, Texas Commission on the Arts, and the Grantmakers in the Arts.

Board Diversity

Black/African/African-American

Asian/Asian-American

Hispanic/Latinx

American Indian/Native American/Alaskan Native

Native Hawaiian/Pacific Islander

White

Arab/Arab-American/Middle-Eastern

Multi-Racial

Male

Female

Non-Binary

Full/Part Time Staff Diversity

Male

Female

Non-Binary

Contract Labor Diversity

Black/African/African-American

Asian/Asian-American

Hispanic/Latinx

American Indian/Native American/Alaskan Native

Native Hawaiian/Pacific Islander

White

Arab/Arab-American/Middle-Eastern

Multi-Racial

Male

Female

Non-Binary

Organization Employee Pay

In order to promote a sustainable arts ecosystem and in parallel with the City of Dallas's living wage rate on many contracts, share the lowest hourly rate paid to a W-2 employee of your organization in calendar year 2021. Only Tier 3 and 4 organizations (revenues \$1M or more) will be scored on this; 1099 contracted workers and positions paid on stipend are not included.

Lowest hourly rate paid

FY 2023-24 COP Supps:

Name	Attachments

Supplemental Materials Entry

Below, enter a name for supplemental material entry. If you have a document, photo, video, or any other media or file, you can use the "File Upload". If you have any descriptions for your file upload, use the the text box below. You may also use the text box to submit any links to web-pages, videos, files, etc. that you would like to include with your application or if you have any comments or notes about any file upload or entry.

Entry Name

File Upload

Links/Notes/Descriptions

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File Upload