

| **FY 2026 Grants for Organizations (GFO)** **“On Year” Application****Deadline - November 15, 2024**Narrative Questions: Sections A - D, Financial Information + Attachments |
| --- |

At the beginning of the Program Details section of the application, your organization will be asked two general questions before moving into the Narrative Section, and other tabs of the application.

**Are you applying on behalf of an Arts Organization or Arts Program?**

* Select "Arts Organization" if your non-profit organization's mission/purpose is producing or presenting the arts through public programs or services.
* Select "Arts Program" if your non-profit organization's primary mission/purpose is other than producing or presenting the arts, but provides ongoing arts programming/activities through public programs.
* *More info can be found in the FY26 GFO Grant Guidelines. If you are uncertain, contact your Program Director.*

**Select the primary artistic discipline for your organization’s application.**

Please select the artistic discipline (from the dropdown menu) that aligns most closely with your arts organization/program's activities. You should already have this assignment, but if you are uncertain, contact your Program Director.

| **NARRATIVE QUESTIONS** |
| --- |

| **Section A*****Questions A1 - A3 + Activities Chart***This section addresses why the work of your organization is important. |
| --- |

| **A1. Please provide your organization’s 1) mission; 2) vision; and 3) goals and/or values.** *Excellent to Outstanding response: Clear, specific, and thorough evidence of 1) mission; 2) vision; and 3) goals and/or values. (4 points)* |
| --- |

| *A1. Answer (500 word limit):* |
| --- |

| **A2. How have the mission, vision, goals, and/or values of the organization evolved over the last two years? If there are no changes in this area, consider sharing about any additional significant changes in leadership, staff, program goals, operations, that may indicate any growth or evolution for the organization.***Excellent to Outstanding response: Clear, specific, and thorough explanation of growth/evolution over the past 2 years. (4 points)* |
| --- |

| *A2. Answer (500 word limit):* |
| --- |

| **A3. Geographic Area of Service (not scored)****a. What is the Geographic Area of Service for your organization? (include specific details regarding community(ies), county(ies), city(ies), statewide areas you serve)***Not Scored: Your response to this question will be used to guide understanding throughout the application.***b. Within your Geographic Area of Service, identify the percentage of programming serving the community (other than tuition-paying constituents. This would include free activities, along with activities that are open to the public to attend that may be free and/or paid opportunities.***Not Scored:Tuition-paying includes programming with a fee for service model, such as classes, camps, workshops, etc. that may be intended for a specific/closed group of people, and not open to the public* |
| --- |

| *A3. a. Answer (500 word limit):**Ab. b. Answer - Dropdown Menu (Please select)** *0% - 25%*
* *25% - 50%*
* *50% - 75%*
* *75% - 100%*
 |
| --- |

| **A4. Activities Chart****The following chart explains how your statements in A.1, A. 2, and A. 3 are demonstrated in your day-to-day activities. The purpose of the chart is to show alignment between the organization’s intentions, processes, and programming.** **The List of Events/Arts Activities may be categorized by program type (i.e. Mainstage Season) and number of corresponding occurrences, if multiple rows contain the same response. *(Complete the chart in full for each activity listed)***\*If you are a Service organization, please address the chart's questions in terms of activities offered. *Excellent to outstanding responses: 1) Clearly aligns with vision, mission, goals/values; 2) Specifically demonstrates meaningful public value, and authentic constituent collaboration and 3) Clearly demonstrates plans to reach yet to be known constituents* (12 points)**In the first column, list the event/arts activities for FY 2026: July 1, 2025 - June 30, 2026** |
| --- |

| **List of Events/Arts Activities** | **How does each activity connect to the vision, mission, goals, and values of the organization?** | **Describe the public value (importance and relevance) of the activity for the constituents in the Geographic Area of Service** | **How is each arts activity designed to reach yet to be known constituents in the Geographic Area of Service?** | **If arts activity is tuition-based, how does the activity reach beyond the tuition-paying constituents? If activity is not tuition-based, list “N/A”** |
| --- | --- | --- | --- | --- |
| *Activity #1* | *Answer to how activity #1 connects to vision, mission, goals, values* | *Answer to how activity #1 has public value and importance to constituents* | *Answer to how activity #1 has been designed to reach yet to be know constituents* | *Answer to how activity #1 is or is not tuition-based* |

| **Section B*****Questions B1 & B2***This section addresses how your organization designs its programs. |
| --- |

| **B1. Describe the creative process within your organization's programming. Include a description of how artistic decisions are made, who is involved from the organization, and how the constituents and communities (including those identified in question A3) are also involved in the programmatic development and evaluation of the organization’s artistic activities.**\*If your organization is in the "Service" discipline, please answer the following question: Describe the process for developing activities/programming/initiatives within your organization. Include a description of how decisions are made, who is involved from the organization, and how the constituents (including those identified in question A3) are also involved in the programmatic development and evaluation of the organization’s activities.*Excellent to outstanding response includes: Explanation clearly illustrates the creative process, which includes creative roles, responsibilities, and authentic constituent collaboration, where constituents are essential in the artistic decision making process. (8 points)* |
| --- |

| *B1. Answer (500 word limit):* |
| --- |

| **B2. Explain the process for long-term or strategic planning. (If your organization does not have a long-term or strategic plan, how do you design, and plan programs and activities for the future, or any steps towards a formalized process?) In your response, explain how the process aligns with your vision, mission, goals/values. Share where you are currently at in a strategic/long term planning process (actively creating a plan? Implementing? Evaluating?) and share who is involved with the process (board, staff, volunteers,partners, public? consultants?)***Excellent to outstanding response includes: Clear and specific explanation of long-term/strategic planning process that directly connects with vision, mission, goals/values. (8 points)* |
| --- |

| *B2. Answer (500 word limit):* |
| --- |

| **Section C*****Questions C1 - C5***This section addresses how your organization operates. |
| --- |

| **C1. Attach a graphic/chart of the organization’s staffing structure (include board, staff, artists, volunteers, etc within the chart).***Excellent to Outstanding response includes a clear and specific visual explanation of the organization’s staffing/board structure. (4 points)* |
| --- |

| *C1. Answer - Attachment* |
| --- |

| **C2. How is your staffing and board structure (board, staff, artists, volunteers, etc) currently successful? (Include specific indicators of success in your response)***Excellent to Outstanding response includes a clear and specific explanation of indicators of a successful staffing and board structure. (4 points)* |
| --- |

| *C2. Answer (500 word limit):* |
| --- |

| **C3. What staffing/board (board, staff, artists, volunteers, etc) and/or financial challenges affect the operation of your organization; and how are the challenges routinely identified and addressed? Consider sharing specific examples or initiatives.***Excellent to Outstanding response includes a clear and specific commitment to regularly identifying and addressing staffing/board and/or financial challenges. (8 points)*  |
| --- |

| *C3. Answer (500 word limit):* |
| --- |

| **C4. Describe your organization’s process of financial oversight. Within your response, address procedures for monitoring and approving the organization’s finances, and the process for developing and approving the annual budget.***Excellent to Outstanding response includes a detailed procedure for developing, monitoring, and approving finances, along with the annual budget. (4 points)* |
| --- |

| *C4. Answer (500 word limit):* |
| --- |

| **C5. Based on demographics (which *may* be found here:** [**https://www.unitedstateszipcodes.org/**](https://www.unitedstateszipcodes.org/)**, along with other sources you may find), how does your staffing (board, staff, artists, volunteers, etc) reflect the population of your Geographic Area of Service? Include specific demographic information for your geographic area of service as evidence, and include what strategies are in place to consider further diversity of your staffing in the future.***Excellent to Outstanding response includes organization staff and board clearly reflecting the constituency of the Geographic Area of Service; or are aware of how they may not fully reflect the area, and have strategies in place to further diversity of their staff and board in future. (8 points)* |
| --- |

| *C5. Answer (500 word limit):* |
| --- |

| **Section D*****Questions D1 - D3***This section addresses how your organization evaluates what it does. |
| --- |

| **D1. What is the sensory or emotional experience hoped to be achieved through your organization’s arts programming? Consider including examples of programs and/or intentions related to how you’d want your audiences/community to feel when engaging with your organization.**\*If your organization is in the "Service" discipline, please answer the following question: What is the sensory or emotional experience hoped to be achieved through your organization’s programming? Consider including examples of programs and/or intentions related to how you’d want your audiences/community to feel when engaging with your organization.*Excellent to Outstanding responses: Programming process directly considers intended sensory and emotional impact. (8 points)* |
| --- |

| *D1. Answer (500 word limit):* |
| --- |

| **D2. How do your arts activities consider non-dominant norms, values, narratives, standards, or aesthetics, including non-Eurocentric standards of excellence?**\*If your organization in in the "Service" discipline, please answer the following question:How do your activities/programs/initiatives consider non-dominant norms, values, narratives, standards, or aesthetics, including non-Eurocentric standards of excellence? *Excellent to Outstanding responses: Programming process indicates regular consideration of non-dominant norms, values, narratives, standards, and aesthetics. (8 points)**\*\*See* [*MSAC Glossary*](https://msac.org/resources/msac-glossary) *for definition of Non-Dominant norms, values, narratives, standards, or aesthetics.* |
| --- |

| *D2. Answer (500 word limit):* |
| --- |

| **D3. Please give one recent example of the organization’s greatest successes and explain why it is considered successful. In your response, consider indicators of success.***Excellent to Outstanding responses: Evaluation clearly articulates why a specific program or event was determined to be successful. (8 points)* |
| --- |

| *D3. Answer (500 word limit):* |
| --- |

| **OTHER REQUIRED SECTIONS** |
| --- |

| * **Financial Information Section**
	+ Complete Financial Table: Enter the income and expenses for your arts organization’s or arts program’s most recently completed Fiscal Year (FY24 or CY23)
		- Resource: download a spreadsheet template from the website or request from the Program Director to use as a guide.
		- Information entered in the Financial Table should reflect the Financial Statement in the attachment section (see below).
		- \*Arts Programs: This information should reflect your arts-based income and expenses, (rather than a full organizational statement).
* **Attachments Section**
	+ IRS Letter of Determination
	+ Completed and Signed Form w-9
	+ Financial Statement(s): Attach a financial statement (such as a P&L or audit, as described below) that reflects the numbers submitted in the Financial Table on the previous tab (Financial Information Tab).
		- For applicants with Allowable Income under $750,000:
			* A submission of the organization’s most recently completed fiscal or calendar year Financial Statement, signed by a professional accountant or the organization’s fiscal officer.
		- For applicants with Allowable Income over $750,000:
			* A submission of the organization’s most recently completed fiscal or calendar year Independent External Audit, prepared by a CPA firm.
	+ \*Arts Programs Financial Statement (required for Arts Programs only in addition to full organization financials): Please attach a Financial Statement from the most recently completed fiscal or calendar year that is specifically for the Arts Program only (this should include the income/expenses directly connected to your arts programming only, not your full organizational financials)
 |
| --- |