

Basic Instructions:

The newest steps will always be the first ones. Your previous steps will be below the newest steps. These will be in a read-only format.

When you have completed every section of the submission, the "Submit" button will turn green. This indicates that you can now fully submit your application.

Once you click "Submit" the application will no longer be editable.

Application

There are 27 days remaining to submit this. [Submit](#)

Basic Instructions:

When you have completed every section of the application, the "Submit" button to the right will become green and clickable.

Your submission is not fully submitted until you click the green "Submit" button.

It is advised that you print your application after submitting. To do that, click the "View" icon to the right of the application step.

Required Documents:

- IRS Letter of Determination or Approval Letter for OCA Artists
- Proposed Budget (use template in application)
- Contract or approval letter for venue in the Arts District
- 3 images (at least 1 vertical and 1 horizontal)
- 1-min video or portfolio with images in one file
- 2 graphic images, ie: playbill, social media graphic

Application

Action Required [Open](#)

Basic Instructions:

If you have not started this section, please click the "Edit" button to the right.

If you have already started this section, please click the "Edit" button to the right to continue.

If you have completed the section and would like to **view and print**, please click the "View" button to the right.

The application deadline date is May 1, 2023, at 5:00 pm CST.

Application ▾

[Save Draft](#)

[Mark Complete](#)

[Close](#)

Basic Instructions:

In order to complete this form, please complete all required fields.

You can save this as a draft and return later to complete by clicking "Save Draft" at the bottom of the page.

When you are ready to submit this section, please click the blue "Save" button at the bottom of the page.

Once you have clicked "Save" you will be redirected to the Submission Page.

DO NOT open up your application in two separate windows. You may lose your work.

The deadline to apply is May 1, 2023 at 5:00pm CST.

FAQ's

FAQ's for DADF Grants:

-Does my organization need to meet specific eligibility requirements? Yes – You need to be a 501c3 OR a funded organization by the City of Dallas-Office of Arts and Culture in their previous fiscal year.

-Are only organizations located in the City of Dallas eligible? Yes

-Is there a minimum number of years required before I may apply? No

-Do any changes to the project have to be approved by the committee? (ie. change of date, change of venue, change of project) Yes. All Changes must be reported for review.

-Does your organization reside in the Dallas Arts District? If yes, your organization is not eligible

-Does my project need to occur in the Dallas Arts District? Yes

-Does the project budget need to exceed the maximum grant request? Yes, requests cannot exceed more than 50% of the budget (recommended amount is 25%). For ex. If your grant request is for \$3000, your project budget must be at least \$6000.

-How soon can my project start? Any time between January 1, 2024 and must be completed before December 31, 2024

-Is a final report required? Yes, final reports are part of the online process

-When is the final report due? One month after the completion of the project. (If delinquent, it may prevent future funding.)

-If funded, will I receive all funding upfront? Not initially. A small percentage will be withheld until completion and approval of the final report.

-Do I have to have a financial audit? No, you may have an audit or a letter from the chair of your board or finance committee verifying the total revenue and total expenses for the fiscal year.

-Do I need a copy of the contract for the venue? Yes or you may have an approval letter from someone at the venue where your project will take place.

-What documents will I need to apply: The list is on the previous page*

Grant Application

Please answer the following to see if your organization meets the Eligibility Requirements:

Application Year (currently 2024):

2024

Are you a first time applicant? *

Yes

You can only submit one application per cycle. If you submit more than once, only the first submitted application will be reviewed.

Is your organization a 501c3? *

Yes

Are you an Approved Artist through Office of Arts and Culture? *

Yes

Are you a BIPOC organization?

click here for GIA's ALAANA definition: <https://www.giarts.org/racial-equity-arts-funding-statement-purpose#:~:text=in%20arts%20funding,Statement%20of%20Purpose,organizations%2C%20children%2C%20and%20adults>.

Yes

No

Will your proposed project be produced in Dallas Arts District? *

Yes

Are you a stakeholder organization that resides in the Dallas Arts District?

Yes

If you are a Dallas Arts District stakeholder organization, you are NOT eligible to apply at this time.

Contact Information

Organization name *

Organization Address *

Organization City *

Organization State *

Organization Zip Code *

Project Director Contact Information

Project Director Name *

Project Director Email *

Project Director Phone *

Is your Organization Director the same as Project Director *

Yes

No

Organization and Project Information

What year did your organization become incorporated? *

Upload your IRS Letter of Determination if you are a 501c3 or Artist Approval Letter from the Office of Cultural Affairs (pdf) *

+ Select a file



Please include a brief organizational history. *

Word Count: 0 / 150

Project Name *

Please include a brief project description. *

Word Count: 0 / 250

When is your fiscal year? *

Current annual operating budget *

Upload audit or official letter from Finance Chair or equivalent (pdf) *

+ Select a file



Estimate the number of artists participating in this program *

Will the above artists be compensated for their work? *

Have the 2024 program dates been confirmed? *

Please state program start date *

Please state program end date *

Event must be between January 1, 2024, and December 31, 2024.

You have entered a date before January 1, 2024 or after December 31, 2024.

Has the venue or location for the program been confirmed? *

Please state the program venue *

Upload letter from Organization Director/Venue in the Arts District *

+ Select a file



Are you collaborating with another arts organization? *

Estimate the expected attendance for your program. *

Is the above estimate based on previous years' attendance, or a general estimate? *

Please state the duration (number of days or performances) proposed for your 2022 project. *

Is your program ticketed? *

How many seats or tickets will be available per performance or activity? *

Audience Information

Who is the targeted audience for this program? Specifically, how will your program bring new and diverse audiences to the Dallas Arts District? Please be specific. *

Word Count: 0 / 100 (min: 50)

How many will this project impact? *

Is there an educational component? *

▼

Other Details

Has your organization previously been funded by the Dallas Arts District Foundation? *

▼

Check the Cultural Plan priorities that apply to your project: *

- Equity
- Diversity
- Space
- Support for Artists
- Sustainable Arts Ecosystem
- Communication

How does your project align with the six priorities of the Cultural Plan for City of Dallas? *

Word Count: 0 / 150 (min: 50)

[Click here to view the Cultural Plan for Dallas booklet](#)

By inserting your signature and date below, you certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of your knowledge. It is understood and agreed that any funds awarded as a result of this application will be used for the purposes set forth herein.

By typing you name below, this will act as your electronic signature: *

Date *

*Questions? Contact: Lily Weiss | lilyweiss@dallasartsdistrict.org

Supplemental Materials

One upload per file upload field

[Click here to view the template for your Budget. Please download, change title to include name of your organization, and upload the completed budget under the new name. NOTE: Maximum grant request cannot exceed \\$3,000.00](#)

Project Budget using DAD created Template: Please change the name of the file when you save to include your organization name. **NOTE:** Maximum grant request cannot exceed \$3,000.00. requests cannot exceed more than 50% of the budget (recommended amount is 25%). For ex. If your grant request is for \$3000, your project budget must be at least \$6000. *

Note: Please input total revenue and total expenses on the uploaded document. Surplus/deficit will auto-populate.



Venue Contract and or Venue Approval letter: Since your program must be presented in the Dallas Arts District, the rental agreement and/or letter from the partnering institution must be uploaded. For example, if you plan to do a series of performances at the Dallas Museum of Art, you will need to upload either a rental agreement from DMA or a letter from the appropriate staff member stating their approval of the series of performances. *




Image Upload *




Image Upload *






Image Upload *



Video Upload/Portfolio *

For Video: No longer than 1 minute

For Portfolio: Please place all images into a single file.



Print or Online Graphic Design *

Example: Social Media graphic, e-blast graphic,


program/playbill



Print or Online Graphic Design *

Example: Social Media graphic, e-blast graphic,

program/playbill



Please provide a link to your website where the DADF logo will be displayed, if awarded grant (If DADF logo is not on page by event date, the Final Report may be considered delinquent) *

Press/Media Strategy/links (optional)




Image Upload (optional)




Image Upload (optional)







Image Upload (optional)



Print or Online Graphic Design (optional)



Print or Online Graphic Design (optional)



Save Draft

Mark Complete

Close