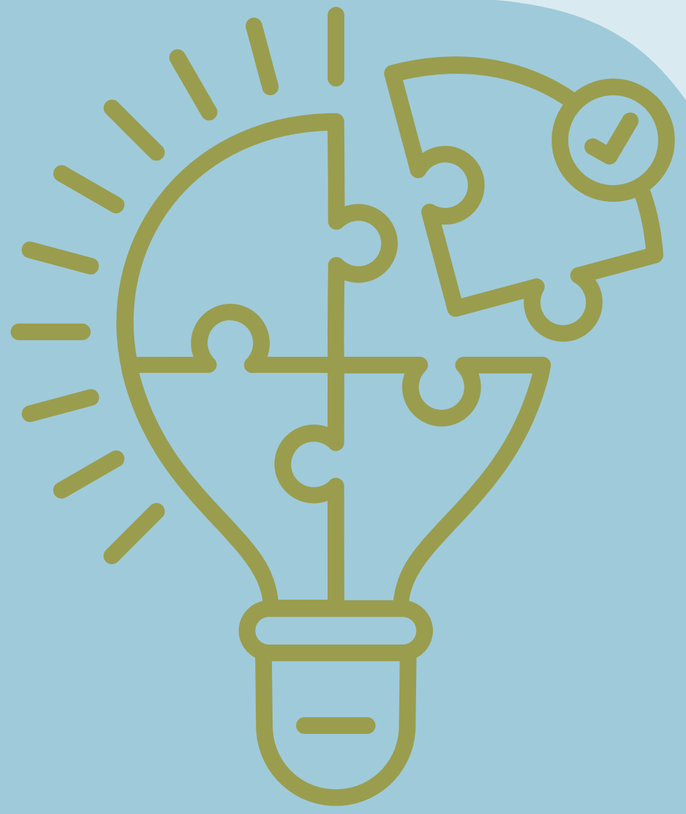
2024 ART & CULTURE GRANT INFORMATION SESSION



The Philadelphia Cultural Fund

CULTUREWORKS GREATER PHILADELPHIA
November 30, 2024
4-6PM

Agenda

- Welcome & Introductions
- Ice Breaker
- 2024 Grant Cycle Overview
- Eligibility & Rubric
- Application & SMU DataArts Review
- Q&A

Ice Breaker

- What art have you recently experienced that impacted you?
- What brings you joy this time of year?
- What brought you here today?

2024 Grant Cycle Overview

Timeline

November 2023
Grant Application Goes Live

December 2023
Panelist Application Goes Live

January 17, 2024
Grant Application Deadline

February 2024
Applications Reviewed by PCF Staff and Peer Panelists

March 2024
Panel Committee Decision Days

Spring 2024
Grants Approved By PCF Board and Distributed

Eligibility Guidelines

- Have official place of business in the City of Philadelphia **AND** present at least 60% of programming in the City of Philadelphia
- Have an average budget below $1.5M as shown on the organization's SMU|DataArts Philadelphia Cultural Fund Funder Report
- Have a mission that is dedicated to art and culture **AND** have at least 60% of its current operating budget devoted to art and culture
- Be incorporated as a 501(c)(3) non-profit in good standing **OR** contract with a pre-approved fiscal sponsor/parent organization
- Have at least one year of public programming (in person or vitual)

ELIGIBILITY GUIDELINES

Who is NOT eligible for funding?

- Individual artists
- Sole proprietorships or other groups that are neither a 501(c)(3) corporation or operating under pre-approved fiscal sponsor/parent organization
- Religious institutions
- Agencies and departments of city, state and federal governments
- Elementary or secondary schools, public, charter or private
- Colleges and universities, with some exceptions (please speak to Cultural Fund staff before applying)
- Orgs that are a line item allocation in the City's '24 General Operating Budget OR have received unrestricted $/pledges/commitments > $10K between 7/1/22 -6/30/23 from any City department

2024 Grant Cycle Overview

Panel Committee Process

- Re-introducing pilot panel committee to return to pre-covid participatory model.
- Limited to new applicants only.
- The panel will focus on the approval/decline of applicants. Committee scores will serve as a tool to lead the larger discussion.
- PCF staff will determine allocation based on existing grantee distribution.

Philadelphia Cultural Fund
2024 Art & Culture Grant Application Rubric

TOTAL POSSIBLE POINTS 55	SCORING CATEGORY	SCORING METRIC/DESCRIPTION
10	Program Merit & Strength	• Clearly articulated mission that connects to the arts & culture sector in Philadelphia. • Alignment of programming to mission.
15	Community Engagement & Impact	• Clearly defined community. • Authentic and inclusive relationship with community. • Benefits the community.
10	Operations & Managerial Capacity	• Management and operations align with organization's programmatic and operational activities. • Staff development and community representation present.
5	Ability to Plan & Evaluate	• Intentional and reflective approach to operations and programming.
5	Leadership & Governance	• The organization is led and strengthened by its Board of Directors (If fiscally sponsored or operating under a parent organization, this applies to its advisory group/council).
10	Integrity & Fiscal Responsibility	• Sound financial systems and practices are in place. • Organizational financial health (Any potential issues found in budgets documents are addressed in the application narrative).

Application Walkthrough

- All applications are completed and submitted online in Submittable.
- Applications can be worked on over time and saved as a draft after each session.
- **Important:** The login email used to apply, will be the primary account holder for this application and will receive all communications through the platform.

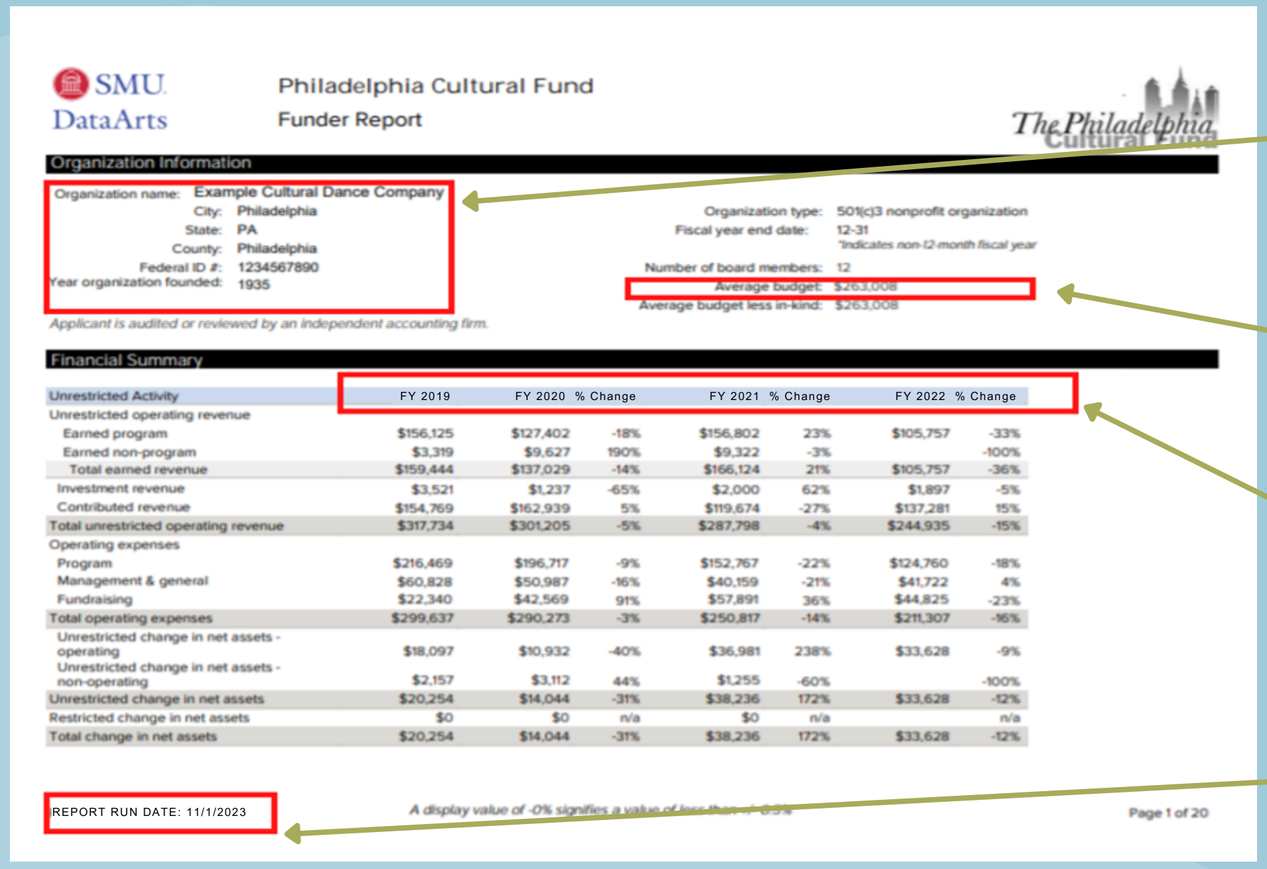
APPLY NOW

SMU DataArts Review

- The Philadelphia Cultural Fund (PCF), along with other funders across the nation, partners with SMU|DataArts, the provider of the Cultural Data Profile (CDP).
- PCF requires applicants to complete a Cultural Data Profile annually through the SMU|DataArts website. The Philadelphia Cultural Fund Funder Report is required for all applicants.
- The Funder Report reflecting the applicant's most recent fiscal years is required (FY22 or FY23). The PCF Funder Report shows a minimum of 1 year and a maximum of 4 fiscal years, depending on how long the organization has been in existence and producing programming.
- Organizations need to have at least one year of data to be eligible.

Video: What You Need to Know About the New Cultural Data Profile: The Basics

The document you attach to your application as the PCF Funder Report should resemble this example Funder Report. All applicants must provide fiscal year data for the years they have operated, minimum of one year or maximum of four years.



SMU DataArts

Philadelphia Cultural Fund

Funder Report

The Philadelphia Cultural Fund

Organization Information

Organization name: Example Cultural Dance Company
City: Philadelphia
State: PA
County: Philadelphia
Federal ID #: 1234567890
Year organization founded: 1935

Organization type: 501(c)3 nonprofit organization
Fiscal year end date: 12-31
**Indicates non-12-month fiscal year*
Number of board members: 12
Average budget: $263,008
Average budget less in-kind: $263,008

Applicant is audited or reviewed by an independent accounting firm.

Financial Summary

Unrestricted Activity	FY 2019	FY 2020	% Change	FY 2021	% Change	FY 2022	% Change
Unrestricted operating revenue							
Earned program	$156,125	$127,402	-18%	$156,802	23%	$105,757	-33%
Earned non-program	$3,319	$9,627	190%	$9,322	-3%		-100%
Total earned revenue	$159,444	$137,029	-14%	$166,124	21%	$105,757	-36%
Investment revenue	$3,521	$1,237	-65%	$2,000	62%	$1,897	-5%
Contributed revenue	$154,769	$162,939	5%	$119,674	-27%	$137,281	15%
Total unrestricted operating revenue	$317,734	$301,205	-5%	$287,798	-4%	$244,935	-15%
Operating expenses							
Program	$216,469	$196,717	-9%	$152,767	-22%	$124,760	-18%
Management & general	$60,828	$50,987	-16%	$40,159	-21%	$41,722	4%
Fundraising	$22,340	$42,569	91%	$57,891	36%	$44,825	-23%
Total operating expenses	$299,637	$290,273	-3%	$250,817	-14%	$211,307	-16%
Unrestricted change in net assets - operating	$18,097	$10,932	-40%	$36,981	238%	$33,628	-9%
Unrestricted change in net assets - non-operating	$2,157	$3,112	44%	$1,255	-60%		-100%
Unrestricted change in net assets	$20,254	$14,044	-31%	$38,236	172%	$33,628	-12%
Restricted change in net assets	$0	$0	n/a	$0	n/a		n/a
Total change in net assets	$20,254	$14,044	-31%	$38,236	172%	$33,628	-12%

REPORT RUN DATE: 11/1/2023

A display value of -0% signifies a value of less than -0.5%

Page 1 of 20

Make sure the information provided in the organization's SMU|DataArts organizational profile is up to date and reflects your nonprofit status / structure; especially your Philadelphia address.

The Average Budget is located here. You'll need this to complete your application. Must be $1.5M or Less.

Your Funder Report should show data for the most recently completed fiscal years. Ex: 2019, 2020, 2021 and 2022

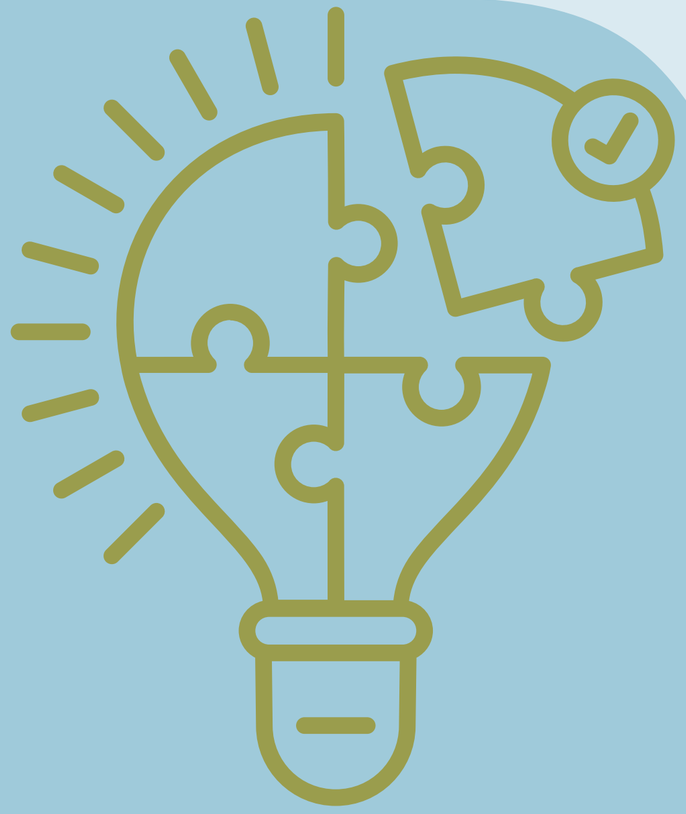
Make sure you are submitting a current report and not an older one.

Resources

- **Submittable Help Center:** https://submittable.help/en/
- **Submittable Customer Support:** https://www.submittable.com/help/submitter/
- **SMU DataArts Support:** https://culturaldata.org/pages/cdp-survey-streamline/

Q
A

2024 ART & CULTURE GRANT INFORMATION SESSION



The Philadelphia Cultural Fund

CULTUREWORKS GREATER PHILADELPHIA
November 30, 2024
4-6PM