



The Arts & Culture Alliance Ann and Steve Bailey Opportunity Grants for Small Organizations, Fiscal Year 2025

OBJECTIVES

Through the generosity of Ann and Steve Bailey, the Arts & Culture Alliance offers Bailey Opportunity Grants, providing opportunities for growth to individual artists and small, professionally oriented arts and culture organizations. The goal of Bailey Opportunity Grants for Organizations is to create a more vital creative community in Knoxville by:

- Encouraging contributions to the city's economy and quality of life by arts and history organizations
- Positioning Knoxville as a community that honors arts and culture and supports the industry's efforts to achieve excellence
- Raising the public profile of arts and culture within the city and beyond

The mission of the Arts & Culture Alliance is to serve and support a diverse community of artists and arts and culture organizations.

DESCRIPTION

Opportunity grants are designed to spur continued artistic and administrative growth in innovative, entrepreneurial organizations at any stage in their development. The eligibility criteria and support structure are geared toward organizations that can demonstrate they are solid and healthy and have clear goals that can be reached with financial and professional development support. Projects that allow organizations to explore new avenues of creativity, wrestle with new ideas that can advance their work, strengthen their business practices, broaden their reach, or deepen their impact are encouraged.

Applicants may apply for a maximum of \$30,000 in support, although most organization grants have ranged in size from \$1,000 to \$15,000. The entire Bailey Opportunity Grants budget for FY2025 for both Individuals and Organizations combined is \$100,000.

Matching funds are not required.

Awards may include a combination of cash support, in-kind services, mentoring, workshops/seminars, and special opportunities.

Collaborative organization teams are eligible to apply with cash awards shared equally among team members. However, any organization may be included in only one application for funding per grant cycle.

APPLICATION DEADLINE

Applicants are strongly encouraged to speak with Liza Zenni, Executive Director of the Arts & Culture Alliance, prior to applying. Interested applicants may attend open Zoom meetings during **Monday-Friday, February 5-9** (schedule posted at www.knoxalliance.com/bailey). For those who cannot attend a Zoom meeting, a recorded video of helpful application tips is available online, or a phone meeting may be requested by contacting LZ@knoxalliance.com.

Applications must be received by midnight (EST) on Sunday, March 17, 2024. Electronic submissions to grants@knoxalliance.com are required.

USE OF FUNDS

Grant funds may be spent ONLY between July 1, 2024 – June 30, 2025. All grant expenditures are paid on a reimbursement basis.

Bailey Opportunity Grants for Organizations may be designated for (but not limited to):

- Administrative or artistic development
- Mentor relationships
- Arts- or history-related travel (conferences, workshops, gatherings) - must be specifically related to the proposal and should be quantified by how they will further the organization's work or administrative capacity
- Conference, training, and workshop fees directly related to the organization's work
- Equipment
- Marketing and publicity efforts
- Website design or improvement
- Computer software or hardware
- Other resources for all artistic and historical disciplines

Funds may not be used for such things as:

- Tuition expenses toward a degree
- General travel; personal or staff vacations
- Items not directly related to the organization's administrative or artistic growth and institutional development
- Retiring debts from current or past performances or exhibitions
- Projects that focus exclusively on K-12 school children
- Production or exhibition expenses for specific projects

ELIGIBILITY

1. Organizations must be legally domiciled within about 50 miles of downtown Knoxville and must remain in the Greater Knoxville area during the grant period (July 1, 2024 – June 30, 2025).
2. Organizations must have exhibited, performed, presented and/or published artistic or historical work in a public context in Knox County within the last 36 months (2021-2024).
3. Applicant organizations must have attained 501(c)(3) status or be non-profit in nature. No applications from nonprofessional (pastime/hobby) organizations will be accepted at this time.
4. The organization's annual budget may not have exceeded \$100,000 in any of the past five years.
5. The organization's main mission must be directly concerned with the arts or history.
6. Established as well as emerging organizations are eligible to apply. Work which pushes and expands the boundaries of your field is particularly sought.
7. **Organization must be a member of the Arts & Culture Alliance at the time of the application** and throughout grant period (see www.knoxalliance.com/join-renew). Applications from non-members will not be considered.
8. Organizations managed by staff, board, and relatives of staff or board members of the Arts & Culture Alliance are not eligible to apply.
9. Previous grantees are eligible to apply.

Any question of eligibility should be directed to Liza Zenni, LZ@knoxalliance.com, before the application is made.

GRANTEE REQUIREMENTS

Selected organizations may be required to make biannual reports to the Arts & Culture Alliance which may be written or conducted via meetings with Alliance staff.

Final reports, which may include an exhibition or performance of work completed during the grant period, may be required for the organization to be considered for future grant and program opportunities through the Alliance.

All grantees will be required to submit a thank you note to the donors in care of the Arts & Culture Alliance.

Grantees will acknowledge grant support on website(s) and social media as well as via press releases during the grant period.

If selected as a grantee, organizations may be required to participate in Alliance-sponsored meetings, workshops, or public events. For instance, the Alliance may require organizational representatives of grantee organizations to meet, present their work/challenges, brainstorm with colleagues and presenters, and participate in formal and informal workshops and seminars.

GRANT REVIEW PROCESS

Grants will be reviewed by a three-person panel. Panel members use an evaluation criterion, examining:

- Artistic excellence, historical scholarliness, quality, or merit
- Creativity in concept and use of available resources
- Potential for the grant to provide significant returns in relation to the organization's mission
- Commitment to deepening and expanding the quality of the organization's output
- Clarity of the application
- Artistic or cultural achievements/history/activity
- Timeframe of project

The panel will refer a list of finalists to the Arts & Culture Alliance board.

EVALUATION CRITERIA

The application for Bailey Opportunity Grants for Organizations includes five items.

I. Application

II. Programmatic Activities

Please submit as a one-page PDF representing documentation of the organization's programs, activities, and accomplishments. This document should include a current listing of your organizational activities including dates and locations. The document should be neatly organized.

III. Support Materials

Include 3 – 5 support pieces. The purpose of these materials is to help the panel understand the kind of work you do. Please e-mail grants@knoxalliance.com if you would like to submit something that cannot be uploaded.

IV. Budget

Outline expenses related to improving the quality of your organization's artistic or administrative output. The budget may be as simple as a list of expenses. Total expenses should equal the amount of your request and should meet the eligibility criteria.

V. Most Recent 990

Attach your organization's most recently completed 990 (or other required organizational tax return form) and one-page financial statements for FY2022 and FY2023.

REMEMBER: Write clearly. Be concise. Be creative in your thinking. Demonstrate that the grant will allow you to push the boundaries of your artistic or business practice in a significant way. Follow directions.

TIMELINE

Monday-Friday, February 5-9, various: Available times for phone and Zoom meetings – schedule with Liza Zenni at lz@knoxalliance.com

Sunday, March 17, 2024, at midnight: Bailey Opportunity Grants for Organizations Application Receipt Deadline (electronic submissions are required to grants@knoxalliance.com)

Mid-May 2024: Awards Announced

Monday, July 1, 2024 – Funds available for use

CONTACT INFORMATION

The Arts & Culture Alliance is a service organization: we exist to help artists and organizations. All interested organizations are encouraged to contact Liza Zenni at 865-523-7543 or LZ@knoxalliance.com if they have questions.



Ann and Steve Bailey Opportunity Grants for Organizations, FY 2025 Application Receipt deadline Sunday, March 17, 2024

Organization Name:

Mailing Address:

City:

State:

Zip:

Phone:

Fax:

Website

Contact name:

E-mail:

Phone:

Executive Director name (if different):

E-mail:

Phone:

Board President name:

E-mail:

Phone:

What is your projected budget (income & expense) for the current FY?

Amount of Bailey Opportunity request:

Give a brief description of the organization's history, and state its mission.

1. Has your organization received a Bailey Opportunity Grant in the past? If so, please list the year, project and amount. Please describe the impact and benefit to the organization.

2. What was/is the annual budget of the organization for FY 2021, 2022, 2023, 2024 and 2025?

Annual Expenses for FY 2021:

Annual Expenses for FY 2022:

Annual Expenses for FY 2023:

Annual Expenses for FY 2024:

Projected Expenses for FY 2025:

3. What is the project, opportunity, or need for which you are requesting support? What are the obstacles to your organization's success? (Is it the professionalism of the staff or access to programmatic resources?)

4. What are the desired outcomes of the project, opportunity, or fulfillment of need?(i.e. Define success in terms of this grant: increased ticket sales; more visitation/audiences; more positive media coverage; more contributed support; more and better programs).

5. Provide details of your requested budget. Who will be paid? What will the funds buy? What is your time frame?

6. What will be the community benefits of this project or opportunity?

The application for Bailey Opportunity Grants for Organizations includes five items:

- Application (this document)
- Programmatic Activities
- Support Materials
- Budget
- Most recent 990 or 990-N

Please send items as a single PDF file.

The Arts & Culture Alliance should receive these five items by midnight (EST) on Sunday, March 17, 2024. **Electronic submissions to grants@knoxalliance.com are required.**