



Native American Arts and Cultural Traditions Special Grant (NAACT-SPX) Guidelines

FOR PROJECTS TAKING PLACE OCTOBER 2021 — MARCH 2023

APPLICATION DEADLINE: July 21, 2021 at 12 p.m.

For any questions about NAACT, contact Senior Program Officer Jaren Bonillo at jaren.bonillo@sfgov.org or 415-252-2227.

San Francisco Arts Commission

Ralph Remington
Director of Cultural Affairs

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City and County of
San Francisco

A translation of this grant application is available upon request; however, only applications in English will be accepted. For more information, please contact 311.

Una traducción de esta solicitud de aplicación está disponible a petición; sin embargo, solamente se aceptarán solicitudes en inglés. Favor comunicarse con Lorena Moreno al 415-252-2211 ó lorena.moreno@sfgov.org para una traducción al español.

本資助申請表的翻譯版本將應請求而提供；但僅受理英文版本的申請表。查詢詳情，請聯絡311。

Ang pagsasalin sa Tagalog ng aplikasyon para sa pagkalooban na ito ay makukuha kung hihingilin. Ngunit ang aplikasyon sa Ingles lamang ang aming tatanggapin. Para sa tulong, maaring i-contact si Sandra Panopio, 415-252-2255 o sandra.panopio@sfgov.org.

Information about Native American Arts and Cultural Traditions Special Grant (NAACT-SPX)

Due to COVID restrictions, all activities hosted by the Arts Commission will be online until further notice.

Important Dates

Applications Due	July 21, 2021 at 12 p.m.
Panel Review	July 22 – 31, 2021
Funding Recommendations	August 2, 2021
Commission Approval	September 2, 2021
Grant Period	October 1, 2021 – March 31, 2023

About NAACT-SPX

The Native American Arts and Cultural Traditions Special Grant (NAACT-SPX) consists of a one-time grant to address emerging needs within the arts ecosystem of San Francisco that supports and/or highlights the Native American community. Projects cover a wide range of arts activities related to arts access. For questions about this grant category, please contact Senior Program Officer Jaren Bonillo at jaren.bonillo@sfgov.org or 415-252-2227.

Racial Equity Statement

The San Francisco Arts Commission (SFAC) is committed to creating a city where all artists and cultural workers have the freedom, resources and platform to share their stories, art and culture and where race does not predetermine one's success in life. We also acknowledge that we occupy traditional and unceded Ohlone land. Fueled by these beliefs, we commit to addressing the systemic inequities within our agency, the City and County of San Francisco and the broader arts and culture sector. This work requires that we focus on race as we confront inequities of the past, reveal inequities of the present and develop effective strategies to move all of us towards an equitable future.

Eligible Grant Request Amount

Up to \$100,000.

How to Apply

DEADLINE TO APPLY: Wednesday, July 21, 2021 at 12 p.m.

APPLICATIONS ARE AVAILABLE ONLINE AT: <https://sfac.tfaforms.net/123>

Applications must be submitted online. Emailed or faxed applications are not accepted. In fairness to others, we cannot accept late or incomplete applications. If the applicant does not provide the complete set of information in the appropriate format by the deadline, the application may be deemed incomplete and ineligible. No deadline extensions will be granted. If you do not have access to the internet, you may

mail your application, postmarked Wednesday, July 21, 2021, and you must notify Senior Program Officer Jaren Bonillo, jaren.bonillo@sfgov.org, (415) 252-2227.

Mail to: 401 Van Ness Avenue, Suite 325, San Francisco, CA 94102.

Project Description and Requirements

Project support for an arts organization deeply rooted in the Native American community: Support up to \$100,000 for an arts organization located in San Francisco to highlight the cultural traditions of the Native American community. Specifically, the proposed project should provide an opportunity to engage and celebrate the resurgence and resilience of Indigenous peoples in traditional practices with an emphasis on California Native culture.

Applicants should address the following within their proposed project:

- The organization's history and experience working with the Native American community in San Francisco.
- Convey confidence that the activities supported through this grant will be successfully executed and work towards authentically and respectfully engaging the Native American community in San Francisco.
- Create visibility for and education of the history of Native Americans.
- Activate the land with artists, artwork and events highlighting Native American culture and traditions.
- A budget that reflects payments to San Francisco-based artists.

Who Can Apply

Eligibility

- **The applicant organization or fiscal sponsor must be tax-exempt under Internal Revenue Code Section 501(c)(3).**
- **The applicant organization (and its fiscal sponsor, if applicable) must be San Francisco-based, and must demonstrate two years of programmatic activity with at least four programmatic San Francisco-based activities since June 2019.**
- **The applicant organization's mission statement must be clearly focused on the development, production, and/or presentation of arts activities in San Francisco.**
- **The applicant organization cannot be part of another City agency or department.**
- **The organization's annual operating revenue must not exceed \$1.5 million.**

Fiscal sponsors: Organizations that exceed the \$1.5 million income cap due to regranting must verify their operational budget without pass-through funds at the time of application. Applicants must upload

audited financials from the most recently completed fiscal year demonstrating the dollar amount of pass-through funds.

- **Applicants must not be in default on any grants or loans from:** (1) SFAC; (2) other City departments (including, but not limited to, the Department of Children, Youth and Their Families, Office of Economic and Workforce Development, Mayor's Office of Housing and Community Development, and Grants for the Arts); (3) Northern California Grantmakers Arts Loan Fund; (4) Community Vision Capital and Consulting; (5) Community Arts Stabilization Trust; and/or (6) the Center for Cultural Innovation. This default clause was expanded due to the fact that SFAC has fiduciary relationships with these particular organizations.

The proposed project must take place in San Francisco between October 1, 2021 and March 31, 2023. It is anticipated that successful proposals will be for a term of eighteen months beginning in fiscal year 2021-2022 with a possible extension for up to one additional year based on extenuating circumstances as determined by the Arts Commission in consultation with the grantee. Any extension is subject to Arts Commission approval and funding appropriation. The Arts Commission reserves the right, in its sole discretion, to not exercise an extension option; and also reserves the right to reissue these guidelines and request for applications.

- **The organization must be willing and able to meet the requirements associated with receiving funds from the City and County of San Francisco.** In order to receive a grant payment from the San Francisco Arts Commission, you must become a registered, compliant supplier and meet the City of San Francisco's insurance and business tax requirements. For more information about supplier requirements, visit: <https://sfcitypartner.sfgov.org/pages/become-a-supplier.aspx>

Please note: you will only be required to register as a City supplier if you are awarded a grant. Insurance and business tax requirements will be explained and made available upon approval of grant awards.

Restrictions

- **Only one application per organization may be submitted to the Native American Arts and Cultural Traditions Special Grant category.**
- **The awarding of funds does not imply that the Arts Commission or any other City agency will produce, exhibit or present the art created.** It is the responsibility of the applicant to secure a venue and any required permits for public presentations or workshops. (See City Permits and Permissions below.)

Ineligible Expenses

Grant funds may not pay for:

1. Activities outside of San Francisco;
2. Deficit reduction;
3. Start-up money for new organizations.

Insurance Requirements

- **General Liability Insurance:** To authorize any grant payment, insurance must cover the entire grant period (October 1, 2021 through March 31, 2023). Grantees will need to submit a certificate of General Liability Insurance and the Endorsement Page with all invoices. General liability insurance cannot be waived.
- **Workers Compensation Insurance:** Required by California State law for any organization that has employees.
- **Sexual Misconduct Insurance:** Working with vulnerable populations (minors under 18 years old, elderly-over 65 years old, developmentally disabled populations) requires that sexual misconduct insurance be added to the general liability policy in amounts not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate.
- **Auto Insurance:** Required if use of a vehicle is necessary to fulfil the project.
- **Professional Liability Insurance:** Professional services related to construction and facility projects must show evidence of Professional Liability Insurance coverage.
- **Waiver of Subrogation** addendum is required for projects on any City-owned or -managed property.

City Permits and Permissions

If the proposal includes components that require City permits or approval such as publicly installed art, murals, street closures or sound amplification in public space, the organization will be solely responsible for securing the necessary permits, permissions and approvals. This planning should be reflected in the project timeline.

Please note that any art installed with these grant funds on property owned by the City and County of San Francisco or on private property, must be reviewed and approved by the San Francisco Arts Commission starting with the Visual Arts Committee. This applies to murals, public sculpture and similar projects. It will be the responsibility of the grantee to build this process into their grant plan, budget narrative and timeline. Please contact Craig Corpora at craig.corpora@sfgov.org for questions about murals, sculpture or any other type of public art.

Panel Evaluation and Scoring Criteria

Grant Panelists

The review panel will assess all applications and will recommend grants for applicants that strongly meet the review criteria below. The panel's review of applications and required documents is a multi-step process and involves assigning applications as "Fund" or "Not Fund". Applications must be assigned a "Fund" by the review panel to be recommended for funding.

Quality of Proposed Project

- Project goals, vision and process are clearly defined, demonstrate clarity and depth of concepts, and are relevant to requirements of the specific grant category.

Community Influence

- Strength of the engagement process of the project(s) for the organization and the intended audience(s) and/or community.
- Ability to articulate how the project(s) benefit the community, including creating visibility for and education of the history of Native Americans.

Application Review

Grants will be recommended based on a review process that includes a review panel comprised of representatives from the San Francisco Arts Commission. Panelists will review applications and make funding recommendations.

Funding Approval

Panel recommendations are subject to the approval of the Arts Commission. Typically, recommendations are first reviewed by the Community Investments Committee and then by the full Commission for final approval.

Panel Review Attendance and Influence

NAACT-SPX panels are not open to the public. An applicant that is found to have made attempts to influence a panelist in any way will be automatically disqualified.

Funding Recommendations

Grant amounts are either the full amount of the grant sought or a substantial portion of the request.

Grant Notifications

Grant notifications are emailed to the address listed on the application and include instructions about the contracting process and orientation dates.

Panel Notes

Panelists may take notes during their review. You may contact sfac.grants@sfgov.org to request panel comments. Requests are fulfilled in the order they are received.