

SPRING 2024

Grant Guidelines and Application Instructions
HOLISTIC ARTS YOUTH GRANT PROGRAM

Deadline: February 9, 2024



The TahDah Foundation
a 501(c)(3) non-profit organization

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www.TahDahFoundation.org

grants@tahdahfoundation.org

TahDah Foundation

Founded in 2016, the TahDah Foundation believes every young person deserves access to resources and opportunities supporting their learning, growth, and development. Our efforts focus on impacting K-12 and young adults who are differently-abled, special needs, and at-risk youth in schools, after-school programs, summer camps, homeless shelters, and community-based organizations.

Mission

To improve young people's hearts, minds, and lives through holistic arts education.

Vision

To create a world where young people can access opportunities that foster growth in encouraging, uplifting, and creative ways.

Information Access

In accordance with the Public Records and Open Meeting Act, applications and their attachments are not confidential and may be requested by the media and public.

Grant Process

The TahDah Foundation Board members evaluate applications before making final funding decisions. In dire or unexpected circumstances, the TahDah Foundation reserves the right to make exceptions to any policy or procedure on a case-by-case basis.

Ownership, Copyrights, Royalties, & Credit

The TahDah Foundation does not claim ownership, copyrights, royalties, or other claim to artwork produced due to a grant. However, The TahDah Foundation reserves the right to reproduce and use such material for official, noncommercial purposes, including but not limited to use on The TahDah Foundation website, social media, and print materials. In addition, The TahDah Foundation requires documentation of grant activity and appropriate credit for The TahDah Foundation's partial support.

Holistic Arts Program - Grants up to \$5,000

Overview

The TahDah Foundation supports meaningful, collaborative, creative projects that celebrate communities by using local artists and cultural resources to improve young people's hearts, minds and lives with resources that support holistic arts education and children's wellbeing.

Most of the TahDah Foundation's arts grantmaking occurs through this program. Application deadlines are **February 9th** for Spring decisions.

The TahDah Foundation seeks to fund a broad range of youth arts groups that support holistic arts for youth. We prioritize grant requests that best support working artists and place particular emphasis on funding groups that represent and engage marginalized artists and communities.

Grants in this program range from \$2,500 to \$5,000.

Eligibility Requirements

- Be incorporated with a mission identifying youth arts education as a priority reason for the organization's existence.
- All applicant organizations must consistently engage with underserved youth in K-12 arts programs and services for three years before applying.
- It is located and primarily offers programming in California.
- Be prepared to use the funds within one year of receipt but within the grant fiscal year.
- The applicant must demonstrate proof of nonprofit status under section 501(c)(3) of the Internal Revenue Code.
- **Fiscal Sponsors:** An applicant without nonprofit status may use a Fiscal Sponsor with a federal 501(c)(3) designation to conduct work on a not-for-profit project. The Fiscal Sponsor will provide the fiscal and administrative services needed to complete the grant. **If a grant is awarded, the Fiscal Sponsor becomes the legal contractor.** The Fiscal Sponsor must demonstrate consistent arts services or programming for at least two years before the application deadline.
 - Applicants using Fiscal Sponsors must submit all required materials for the Fiscal Sponsor at the time of application.
- All applicants must submit all required application materials and information at the time of submission. Only complete applications are eligible and will not be reviewed by the Executive Director /Board.

Program Goals

- Present an aspirational vision aimed at elevating a community's social, emotional, and environmental well-being through the transformative power of the arts, with a specific focus on nurturing the development of all K-12 students and young adults within that community.
- Build partnerships between the applicant organization and the TahDah Foundation.
- Involve community members and generate meaningful impact within a defined community.
- Engage local artists.

Program Requirements

- The program must be focused on impacting K-12 and young adults who are differently-abled, special needs, and at-risk youth in schools, after-school programs, summer camps, homeless shelters, and community-based organizations.
- The project must be an expansion of existing project(s) or a new project. The TahDah Foundation funding does not support ongoing operational costs but encourages building sustainable partnerships that foster long-term arts and infrastructure within the community.
- Programs must be eight weeks, ten weeks, or 12 weeks. TahDah Foundation will not fund a one-time project/event. *Any program less than eight weeks will not be considered.

Funding Restrictions

The request for a Grant Requested for programming cannot exceed 50% of an organization's total operating revenue from the last completed fiscal year, as it appears in the organization's impact report.

Eligible Request Amounts

Applicant organizations can request up to \$5,000

Matching Funds

The TahDah Foundation does not require matching funds for this grant.

What the TahDah Foundation Does Not Fund

- Individuals (as applicants)
- Hospitality or food costs
- State agencies (as applicants)
- Federal agencies (as applicants)
- For-profit organizations (as applicants)
- Fundraising activities or services such as annual campaigns, fundraising events or grant writing
- Equipment
- Debt repayment
- Out-of-state travel
- Expenses incurred before the start date or after the ending date of the grant activity period
- Lobbying activities that are intended to influence the actions, policies, or decisions of government officials or specific legislation.

Review Criteria

Reviewers will consider the following criteria in evaluating applications: Impact, mission alignment, community engagement, and leadership and management.

As a responsive grantmaker, we believe nonprofits know what is best for the people and communities they serve. We invest in organizations whose work strengthens the broad fabric of our region. The majority of our grants are for program support. We prioritize organizations that deliver direct services.

Application

Please complete the following and Program Budget forms (separate excel spreadsheet). Rename and save your application and program budget form with the name of your organization.

Email your completed application and program budget form to grants@tahdahfoundation.org

Other materials will be requested by the TahDah Foundation as needed.

Questions? Contact Namrata Gupta, TahDah Executive Director: namrata@tahdahfoundation.org

| Organization Information | |
|---|----------------|
| Full Legal Name of Organization: | |
| 501(c)3 EIN: | Website: |
| Mailing Address: | City: |
| State: | Zip Code: |
| Executive Director/Principal (if applicable): | |
| Phone Number: | Email address: |

| | |
|---|----------------|
| Fiscal Sponsors (if applicable): | Main Contact: |
| Phone Number: | Email address: |
| Mailing Address: | City: |
| State: | Zip Code: |

| Application | |
|---|---------------|
| Who completed this grant application and title? | |
| Email address: | Phone Number: |

| Request for Funding | |
|---|---|
| Amount requested from The TahDah Foundation (*Not more than \$5,000) | |
| Number of youth expected to serve | |
| Age range and grade(s) expected to serve | |
| Program Start Date | |
| Program End Date | |
| Program day(s) of the week (<i>i.e., M/W/F; T/TH, etc.</i>) | |
| Program Time (<i>i.e., in-school, after-school, 3:30pm-4:30pm, 10:00am-11:10am, etc.</i>) | |
| Duration of Program | <input type="checkbox"/> 8 weeks <input type="checkbox"/> 10 weeks <input type="checkbox"/> 12 weeks |
| Target Audience (<i>select all that apply</i>) | <input type="checkbox"/> K-12 Students <input type="checkbox"/> Differently-abled <input type="checkbox"/> Special needs <input type="checkbox"/> At-risk youth <input type="checkbox"/> After-school programs <input type="checkbox"/> Summer camps <input type="checkbox"/> Homeless shelters <input type="checkbox"/> Community-based organizations |

| Organization Background <i>No more than 500 words</i> |
|---|
| Organizational History and Mission Statement (<i>Brief description</i>) |
| Key Staff Personnel: (Please also mention tenure and how long staff has been on board) |
| Who are the organization's main funders or other sources of funding that support the program in which you are applying for support from the TahDah Foundation? (<i>Please list</i>) |
| What are the demographics the program will support? |

Proposed Project Information and Narrative

No more than 500 words

A brief description of the proposed program:

Title of Program:

What type of holistic arts will funding support?

How does this program connect to holistic arts programming?

Is this a new program or a continued program?

What impact do you expect?

Reporting

The TahDah Foundation will require reporting if awarded a grant. Reporting information is used to measure success and impact in the community.

- Observation of program(s) by TahDah staff
- Photographs and Videos shared
- Testimonials and Attendance Reports

PROJECT BUDGET GUIDELINES:

- The Project Budget (separate Excel worksheet) must be for the specific youth arts project for which the applicant requests funding.
- Applicants are required to use the [Project Budget Form](#) provided by the TahDah Foundation.
- Grant funds can support both Direct and Indirect Project Expenses.
 - Direct Program Expenses are those necessary to operate the specific youth arts program, such as program staff, artistic fees and expenses, production costs, equipment, and materials. Direct Program Expenses must represent at least 90% of the Program Budget.
 - Indirect Program Expenses are those costs associated with administration and facilities to operate the youth arts program, such as rent and cleaning. Indirect Program Expenses can be at most 10% of the Program Budget. Those that exceed 10% will be disqualified.
- Grant Funds may not be requested for or used to fund the organization's general operating expenses.

Certification and Electronic Signature

By checking the box below, the Executive Director, Authorizing Official, and Fiscal Agent (if applicable) all certify that the applicant organization or school meets all of the eligibility requirements of this grant. In addition, they certify that all of the information in this application and its attachments is true and correct to the best of their knowledge.

Certification Choices

Check the box if you certify this application as detailed above.

- Executive Director (name)* Authorizing Official from Organization (name)*
 Fiscal Agent Authorizing Official (name, if applicable)

Name: _____ Date: _____

Checklist Before Submitting Your Grant Application

- Completed all fields of the Grant Application
 Uploaded Budget (Excel)

