



# OGP

## LOS ANGELES COUNTY ARTS COMMISSION ORGANIZATIONAL GRANT PROGRAM

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### GUIDELINE CHANGES FOR THE 2006-07 GRANT CYCLE

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**CAUTION: THIS IS NOT THE COMPLETE SET OF GUIDELINES.** Please be sure to read the 2006-07 OGP Guidelines in their entirety before beginning an application.

Summarized below are the significant changes made to the OGP Guidelines for 2006-07.

- New Name for “Second Year Report”
- FOR OGP I ONLY: Elimination of Second Year Report Requirement
- New Disciplinary Category: Arts Service
- FOR OGP II, 2.5, III: Timeframe for Full Application’s Project Narrative is One Year
- FOR OGP 2.5: Now Required to Fill Out Organizational Development Background Section on Full Applications and Submit Audited Financial Statements
- FOR OGP III: Now Required to Fill Out Mission, Organizational Development Background, and Individuals Responsible for Project Implementation Sections on Full Applications
- Arts Education (K-12) School-Based Projects – Match Requirements
- Dun & Bradstreet Numbers (Optional for 2006-07 ONLY)

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#### **New Name for “Second Year Report”**

In previous years, OGP organizations entering the second year of their cycle with the Arts Commission have submitted an abbreviated application entitled the “Second Year Report.” Recognizing the potential for confusion with invoicing reports, Commission staff has re-termed this submission the “Interim Application” and it has been simplified. Deadlines for submission of Interim Applications are the same as for full applications. OGP II, 2.5, and III organizations that are carrying over their scores from 2005-06 must submit this application via eGRANT to be considered for 2006-07 funding.

#### **FOR OGP I ONLY: Elimination of Second Year Report Requirement**

OGP I organizations are no longer required to submit an application request midway through their two-year grant cycle with the County. Organizational data will be requested as part of the invoicing process.

#### **New Disciplinary Category: Arts Service**

A new disciplinary category has been created for arts service organizations, defined as nonprofit entities with a primary mission to provide specialized services to the arts and cultural community. These organizations may be restricted by discipline, geography, or culture, or may serve the entire arts community. Services offered may include, but are not limited to, professional development and technical assistance, including marketing, legal and financial assistance; networking opportunities; educational forums and workshops; and printed materials, including calendars, newsletters and other publications. Examples of arts service organizations are local arts councils, certain artists’ membership organizations, and discipline-specific centers.

There will be a dedicated peer review panel for these organizations. Review criteria have been revised: the criterion of Artistic Quality encompasses quality of service to each group of stakeholders; consistent excellence; ability to connect members/stakeholders to resources and create opportunities that demonstrably advance them; and programming that demonstrates vitality, originality and professionalism. The criterion of Relationship with Community looks for evidence that the organization communicates/educates regarding the needs and issues of its members in the greater community, strives to achieve public access to programming, and has community support.

If an organization meets the definition of an Arts Service organization, it will likely be reviewed by the Arts Service panel, whether or not it has checked the appropriate box under "Discipline of Organization."

**FOR OGP II, 2.5, III: Timeframe for Full Application's Project Narrative is One Year**

In past years, the Arts Commission has requested a narrative that covers two years. Since the funds requested for 2006-07 may only be expended during that year, applicants should describe activities that will occur during that year ONLY. Should a grant be awarded, an organization will have the opportunity to carry over its score and submit an abbreviated Interim Application in 2007-08. It will have the option of either continuing with the project funded in 2006-07 or undertaking another project (appropriate to the OGP category's goals). The Interim Application now gives applicants the opportunity to provide a brief description of this project.

**FOR OGP 2.5: Now Required to Fill Out Organizational Development Background Section on Full Applications and Submit Audited Financial Statements**

The Organizational Development Background section is now required of all OGP applicants to aid in panel review. All OGP 2.5 applicants must submit audited financial statements as an attachment. Reviewed or in-house financial statements will not be accepted in lieu of audited financials.

**FOR OGP III: Now Required to Fill Out Mission, Organizational Development Background, and Individuals Responsible for Project Implementation Sections on Full Applications**

These sections are now required of all OGP applicants to aid in panel review.

**Arts Education (K-12) School-Based Projects – Match Requirements**

All applicant organizations requesting funds specifically for a school-based\* arts education program must provide a 1:1 match, of which 100% of the organization's match is from the school/district. The match requirement demonstrates the school/district's commitment and involvement, which is crucial to the goal of institutionalizing arts education in Los Angeles County public schools. As stated in last year's guidelines, beginning in 2006-07, in-kind contributions may account for a maximum of 25% of the match by the school/district.

\*School-based program: During-school program conducted in partnership with one or more school(s), primarily benefiting the students of the partnering school(s).

For example, if an applicant requests \$10,000, then the required school/district match is \$10,000 of which at least \$7,500 must be cash and the remaining \$2,500 may be in-kind.

**Dun & Bradstreet Numbers (Optional for 2006-07 ONLY)**

A Dun & Bradstreet (D&B) D-U-N-S number is a unique numerical identifier that has become the standard for keeping track of businesses. D&B numbers are the basis by which Americans for the Arts tracks organizations for its important research reports on *Creative Industries: Business & Employment in the Arts*. These numbers are now required by the federal government (including the National Endowment for the Arts) on grant applications for tracking purposes. If your organization does not already have a D&B number, it may obtain one easily at no charge. See the Line-by-Line Instructions for full details.

Beginning in 2007-08, only those organizations that have obtained Dun & Bradstreet numbers will be eligible to apply for Organizational Grant Program funds.

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