

Application for 2025-2026 Arts Organization/Community Arts Grants

* Indicates required question



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The Rancho Cucamonga Community & Arts Foundation (RCCA AF) is pleased to offer Arts Organization/**Community Arts Grants** (up to \$10,000 per grant) for the 25/26 fiscal year. Being true to our mission, we look forward to the opportunity to continue *"to enrich our community by supporting, expanding & advancing arts and cultural opportunities."*

Application Deadline: 4 p.m. June 9, 2025.

Selected Grantees will be awarded mid June 2025.

ARTS ORGANIZATION/COMMUNITY ARTS GRANT PROGRAM

Period: July 1, 2025 – June 1, 2026

OVERVIEW

The RCCAAF's Community Arts Grant Program is designed to assist community-based, non-profit organizations, local schools, and individuals with providing arts programs, events, and activities to benefit Rancho Cucamonga residents, or anyone seeking arts experiences within Rancho Cucamonga borders. The program provides funding assistance to fulfill the RCCAAF's mission "to enrich our community by supporting, expanding & advancing arts and cultural opportunities."

ELIGIBILITY

Any local non-profit or public-school organization with the purpose of providing an arts experience for all, or a segment of, our Rancho Cucamonga population is eligible to apply. Non-profit organizations must have 501(c)3 status, or provide verification that they have filed, received confirmation from the state, and are in the process of receiving non-profit status. Eligible schools must be located within Rancho Cucamonga. Individual Artists or groups without a 501(c)3 designation, must apply under a non-profit fiscal agent. Any single organization or school may submit more than one proposal.

ELIGIBLE PROJECTS OR PROPOSALS

- Community accessible arts events (festival, exhibit, public performance, etc.)
- One-time Arts Project (i.e. public mural, art installation, chalk art, art advocacy campaign)
- Start-up Support for new Arts Organizations, Clubs, Performance Groups, etc.
- New School-based Arts Programs expanding students' experiences and opportunities while providing community benefit/exposure.

All projects, events, or programs must be provided and/or performed within the city of Rancho Cucamonga.

INELIGIBLE PROJECTS INCLUDE

- An organization's ongoing administrative, maintenance, or personnel expenses (other than personnel expenses specifically related to proposed project or program)
- Scholarships, sponsorships or direct financial support to individuals or families
- Fundraising events or cash prizes

GRANT AMOUNTS

The Community Arts Grant program offers one-time grants up to \$10,000 per year. Not all proposals received are guaranteed funding, additionally, those proposals funded may not all receive the maximum funding. A match of the requested grant funds, either from other funding sources or in-kind services, is desirable but not required. Qualifying organizations that have completed a RCCAAF grant-supported project and have provided their final report, are eligible to re-apply in subsequent years.

Granted funds will be released in two or three progress payments (depending on amount granted and timeframe of project), with the final payment made upon conclusion of the project and final report submitted. Payments for projects or programs with a timeline of 4 months or less will be provided in two equal payments (at the beginning and end), and those with a timeline between 5 and

12 months will be funded in 3 payments (beginning, middle and end of the project timeline). Funded projects for fiscal year 25/26 must be completed by June 1, 2026.

ACKNOWLEDGEMENT

Organizations, Schools or Individuals who receive grant funds from the RCCAAF will be asked to acknowledge the Foundation's grant support in their presentation, credits, and/or marketing materials.

SELECTION CRITERIA

The RCCAAF's Giving Committee, made up of five current board members, will review all submitted grant applications, with necessary attachments, and evaluate them based upon:

- Proposal Project/Goal and Objectives
- Community Need and Benefit
- Future Funding to Sustain Program / Matching Funds or Services
- Organization's Background
- Evaluation Method
- Project Timeline
- Estimated Project Line-Item Budget

RCCAAF COMMUNITY ARTS GRANT PROJECT PROPOSAL NARRATIVE

A Project Proposal Narrative shall be submitted as part of the application package. The information provided in the Narrative will be used to evaluate competing grant proposals. The Project Proposal Narrative shall be limited to the following:

1. A narrative response to Categories A through F (listed below), no more than six (6) pages long, single-sided, double spaced, in at least an 11-point font, with one-inch (1") margins.
2. A one to two (1-2) page proposed project line-item budget, as described in Category G.

The Project Proposal Narrative includes the following categories:

A) Proposed Project Goals & Objectives

- Provide a detailed description of the proposed project, program or start-up.
- Outline the goals and objectives to be achieved through this grant request and how the agency will accomplish the goals and objectives.
- Indicate key individuals, personnel, or artists involved in the project.
- Provide information describing what is unique and innovative about the proposed project.

B) Community Need & Benefit

- Describe the community need in Rancho Cucamonga for the proposed project and any data that identifies and supports the need.
- Identify what the benefit of the proposed project will be to the Rancho Cucamonga community and how the community will be made aware of it.

- Identify the target population who will receive the proposed program's services and how this population will be selected and served.

C) Future Funding to Sustain Program/Matching Funds

- Outline how the organization plans to sustain this program/project in addition to the grant funds.
- Indicate all cash or in-kind matches that will be utilized in the proposed project budget.
- Describe how the organization plans to sustain future endeavors after the grant funds have been expended. (One-time projects need not address this final bulleted item.)

D) Organization's Background

- Describe the organization's background, mission, or established purpose as it relates to the grant request.
- If this request is to support a start-up, please describe the backgrounds of the key personnel as it relates to this project.
- Describe past experience and success, as they pertain to administering/implementing similar projects.

E) Evaluation Method

- Clearly identify how and what method the organization will use to measure the success of the project/program as it relates to its quality and overall impact on the community.

F) Project Timeline and Identifying Key Activities

- Outline the proposed timeframe in which the project/program will be performed, include specific benchmarks to be achieved.
- The timeframe should list chronologically all activities necessary to complete the project, including estimated completion dates for each activity.

G) Project Line-Item Budget and Justifications

- Attach a separate page with a line-item budget for the proposed project/program that details the project's expenses and revenues. Please be as detailed as possible to avoid follow up questions by the review committee. If project/proposal expenses exceeds the grant amount, please indicate where all matching funds and services will be utilized in addition to the grant funds.

Summary of Documents Required:

- Completed Online Grant Application Form
- Project Proposal Narrative (as described above)
- Project Line-Item Budget and Justifications
- List of Organization's Board of Directors, and their affiliations / or Responsible School Department Personnel
- Verification of organization's (or Fiscal Agent's) 501(c)3 status, or qualifying School District
- Two (2) Letters of Support (exclusive of organization's board members or personnel) for projects by individual artists, new start-up entities, and/or collaborative partnerships.
(This is not required for local established organizations/schools who have demonstrated a

history of successful events or programming.)

When applicable, please also provide:

- List of grants/sponsorships received during the past 3 years, including amount awarded and a brief summary of the grant/sponsorship. (Not to exceed one (1) page.)
- List of previous events/exhibits/performances conducted in the past 3 years, including dates and locations. (Not to exceed one (1) page.)

All required documents are to be uploaded to this online application. Please do not include photos or marketing pieces with your initial proposal.

For inquiries or assistance:

Email: Leslie Matamoros at Leslie.Matamoros@rccaaf.org

1. Type of Organization *

Mark only one oval.

- Existing Organization
- New/Start-Up
- School K-8
- High School
- Individual under fiscal sponsorship

2. Applicant's Name *

3. Name of Organization/School/Fiscal Agent: *

4. Business/School Address: *

5. City/Zip: *

6. Applicant's Email Address: *

7. Applicant's Phone Number: *

8. Website (if any): *

9. Organization's Tax ID: *

10. Is your organization a 501(c)3? *

Mark only one oval.

Yes

No

11. Does your organization carry General Liability and Worker's Compensation Insurance? (Proof of insurance or insurance certificates with endorsements naming RCCAAF as additional insured may be required if grant is awarded.) *

Mark only one oval.

Yes

No

Reference only. Do not send application

12. If no, please explain:

13. Project/Program Title: *

14. Project/Program Location: *

15. Approximately how many community members will benefit as a result of this proposal? *

Mark only one oval per row.

	0	1-10	11-25	26-50	51-75	76-100	101-150	151-200	More than 200
Children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
K-12 Students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adults	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Senior Citizens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

16. Project/Program Total Cost *

17. Grant Amount Requested: *

18. To the best of my knowledge, the data and information in this grant application is true and correct, and I am authorized to file this grant application on behalf of the organization. (Please enter your name and date) *

19. Attach required PDF documents here.

Files submitted:

For more information contact:

Community Programs & Marketing Coordinator **Leslie Matamoros** at
Leslie.Matamoros@rccaaf.org

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Reference only. Do not send application