

**Neighborhood and Downtown Activation Grant:
Questions for Individual Artist(s)**

BASIC APPLICANT INFORMATION

1. Proposed Activation Name
2. Primary Contact's Name
 - a. If a collective or group of artists, please provide the name of the primary contact. You can provide additional contact information in the partnerships section below.
3. Primary Contact's Phone Number
4. Primary Contact's Mailing Address
5. Primary Contact's Email Address
 - a. Please include a preferred email address for future contact from the Mayor's Office of Arts and Culture. You may also receive email updates on your application through Submittable, which will be sent to the email you use to set up your Submittable account.
6. Please provide a brief bio of the individual artist who is the primary contact.
 - a. For those who have collaborators, there will be an opportunity to provide more information on their mission and/or bio in the next section of the application.
7. Do you have collaborative artists and/or organizations and/or small businesses? If so, please provide their contact information (including name, address and email address).
 - a. This is an opportunity for artist collectives to list out everyone's contact information and/or to include other partners contributing significantly to the co-creation of the activation.
 - b. Applicants can invite collaborators to this work on the application together by clicking "manage collaborators" at the beginning of the application.
8. Creative discipline(s) of all participants, check all that apply

- | | |
|---|--|
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Fashion Design |
| <input type="checkbox"/> Conceptual Arts | <input type="checkbox"/> Fiction/Creative Nonfiction |
| <input type="checkbox"/> Crafts | <input type="checkbox"/> Film & Video |
| <input type="checkbox"/> Dance | <input type="checkbox"/> Interarts/New Genres |
| <input type="checkbox"/> Dance Choreography | <input type="checkbox"/> Literary Arts |
| <input type="checkbox"/> Design/Built Environment | <input type="checkbox"/> Literature |
| <input type="checkbox"/> Dramatic Writing | <input type="checkbox"/> Media Arts |
| <input type="checkbox"/> Drawing | <input type="checkbox"/> Music Composition |
| <input type="checkbox"/> Fiber/Textile Arts | <input type="checkbox"/> Music |

- | | |
|---|---|
| <input type="checkbox"/> Painting | <input type="checkbox"/> Social Practice Art |
| <input type="checkbox"/> Performance Art | <input type="checkbox"/> Theater |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Traditional Arts |
| <input type="checkbox"/> Printmaking | <input type="checkbox"/> Spoken Word |
| <input type="checkbox"/> Public Art | <input type="checkbox"/> Other artistic discipline or genre not included in this list |
| <input type="checkbox"/> Sculpture/Installation | |

9. If you would like, please provide more detail on any creative discipline(s) that were not included in the list above.
10. Experience level of primary contact (self select). This information is helpful for MOAC to see who is applying to grant programs. Your answer will not impact the selection process.
- a. Emerging
 - b. Mid Career
 - c. Experienced
11. Work Samples: Press kit and Videos
- a. Socials
 - b. Website
 - c. Additional links
12. Demographics (see [ARPA demographic guidance document](#)): MOAC collects certain demographic information to understand how our support aligns with the diversity of the arts sector in Boston. We recognize that some of the data may seem personal, and we ask that you respond to the best of your ability. We understand if you choose to decline.
- a. Race (self identify)
 - b. Ethnicity (self identify)
 - c. Gender identity
 - i. Woman
 - ii. Man
 - iii. Gender expansive, genderqueer
 - iv. Nonbinary or gender non conforming
 - v. Prefer to self describe
 - vi. Prefer not to answer
 - d. Sexuality
 - i. Heterosexual straight
 - ii. Gay or lesbian
 - iii. Asexual
 - iv. Bisexual
 - v. Queer

- vi. Pansexual
 - vii. Unsure or questioning
 - viii. Prefer to self describe
 - ix. Prefer not to answer
- e. Do you consider yourself a member of the disability and or deaf community?
- i. Yes
 - ii. No
 - iii. Prefer not to answer
13. Is there any other information you would like to provide regarding the above listed demographics? This could include self identifying on aspects of your identity that did not fully capture your identity in the above options.

BASIC GRANT INFORMATION

14. Which tier of funding are you applying for? For large multiyear funding, we encourage applicants to list additional funders that you have either confirmed or are considering pursuing. For Cultural Festivals, please only submit for the \$5,000, one time grant option.
- a. Cultural Festival: \$5,000, one time grant
 - b. Small-Scale Activation: Less than \$20,000, one time grant
 - c. Mid-Scale Activation: Less than \$50,000, one time grant
 - d. Large-Scale and/or Multiyear Activation: \$50,000 - \$100,000, one time grant and multiyear, up to 2 years
15. What is the total grant amount you are requesting? (Please just provide a number for your overall budget).
- a. Please read the "Additional Information" section under "Basics" to review grant amount criteria.
16. Total Project Budget: Upload a detailed project budget. Please be detailed as possible and include a brief explanation. If helpful, see [here for an example budget](#). Please be sure to add columns if applying for a multiyear grant. (Note: we encourage individual artists to pay themselves at least 20% of the overall budget).
17. What neighborhoods do you typically work with?
18. If you work with other areas of Massachusetts or out of state, please specify where and/or with whom below.
19. City Supplier/Vendor ID Number of the individual, organization or business that will receive funding if your application is approved
- a. Please note: a Supplier/Vendor ID is not required to apply for this grant, but if selected, a Supplier ID must be established before a payment is processed. If you have one, please include the zeros 00000XXXXX at the beginning

- b. You can go [here](#) to learn how to create a Supplier/Vendor ID. Please email vendor.questions@boston.gov or call 617-961-1058 for additional assistance.

ACTIVATION VISION & DESCRIPTION

- 20. Please provide one sentence summarizing your activation proposal.

- 21. Activation Location: All activations must have a concrete location(s). Please list the addresses, buildings, spaces where the activation(s) will take place, and if the location is confirmed or not. Project ideas that list entire neighborhoods will not be considered.

- 22. In which neighborhood(s) is the creative activation(s) located in? Please select all.
 - a. Allston
 - b. Back Bay
 - c. Beacon Hill
 - d. Brighton
 - e. Charlestown
 - f. Chinatown
 - g. Dorchester
 - h. Downtown
 - i. East Boston
 - j. Fenway/Kenmore
 - k. Hyde Park
 - l. Jamaica Plain
 - m. Mattapan
 - n. Mission Hill
 - o. North End
 - p. Roslindale
 - q. Roxbury
 - r. South Boston
 - s. South End
 - t. West End
 - u. West Roxbury
 - v. None of these neighborhoods

- 23. Please provide a detailed description of the creative activation. Tell us the story of your activation and bring your proposal to life for the review team. This description should include, but is not limited to:
 - a. **The Overall Vision and Outline:** What is the overall vision of the activation? Provide a detailed outline of what the activation will look like.

- b. **Communities and Groups:** Which communities or groups of people will be highlighted and celebrated as part of the activation?
 - c. **Creative Elements and Engagement:** What types of creative elements, cultural traditions, and/or artistic disciplines will be included in the activation? How will participants be able to engage with these artistic components?
 - d. **Goals:** What are the clear, measurable goals of the activation?
 - e. **Reimagining Space:** How does the activation imagine and explore new possible uses for the space or location it will be in?
 - f. **Addressing Systems of Inequity:** How does this work address systems of inequity and prioritize those who have been impacted by long-standing systemic inequities?
24. Please provide a detailed timeline of the activation, including specific dates if possible, from conception to implementation to follow up.

COMMUNITY ENGAGEMENT & PARTNERSHIP

25. How does the activation center the social fabric, traditions, and norms of the community, highlighting its existing strengths and history? Does the activation address a community need and/or benefit the community in the surrounding area?
26. Please describe any key partnerships, collaborations, or other organizational or community assets that will contribute to the success of the activation. This includes, but is not limited to:
- a. All established collaborators for the activation, who they are, the nature of the relationships and collaboration, and their roles and involvement in the partnership. Please include a brief bio and/or mission statement for each collaborator participating in the creative activation.
 - b. The relationship that collaborators have to the community or neighborhood in which the activation is taking place. (This can include being from that community, having spent a significant amount of time working and building relationships in that place, etc.)
 - c. An explanation of how partners will be compensated for their contributions, as outlined in the activation budget.

HISTORY & EXPERIENCE

27. Have you ever programmed this type of activation before? If so, please provide examples of what made the activation successful or challenging. If not, please describe related experiences that will contribute to the success of this event or

program. You are welcome to include links to work samples and/or images here, or upload work samples below in the additional supporting materials section.

ACCESSIBILITY & ENGAGEMENT

All events and programs funded by the Neighborhood and Downtown Activation Grant are required to be accessible for persons with disabilities under Title II of the Americans with Disabilities Act (ADA). All applicants should consider physical and programmatic accessibility in their planning and budgeting process, including additional accommodations to be made available upon request of any person who requires alternately formatted materials, auxiliary aids, or other accommodations.

28. Accessibility: Please describe your plan to make your event accessible and inclusive for individuals of all abilities and backgrounds. You can outline your accessibility plan below.

EVALUATION

All recipients of ARPA funding should, at a minimum, report the following demographic information for leadership of the organization receiving ARPA funds.

- Race
- Ethnicity
- Hispanic or Latino Origin
- Gender

Recipients are encouraged to consult the Mayor's Office on Arts & Culture upon award of a grant to confirm the applicable demographic data and if the opportunity to include additional data exists. Additional data may include demographic information, when possible, of participants in programs sponsored by the grant funding.

29. Based on your overall vision and goals for the proposed creative activation, how do you define success and how will you monitor and measure the success of activation(s)?

ADDITIONAL SUPPORTING MATERIALS

30. Is there anything else you would like to share about your proposal?

31. You can use this space to provide up to two supplemental materials.