



Arts & Culture Neighborhood Recovery Program

Guidelines *(Required to read prior to submitting application)*

The Arts and Culture Neighborhood Recovery Program is a City of Seattle Office of Arts & Culture (ARTS)-funded program to provide grants for arts and cultural events/activations in neighborhoods through community-based Lead Organizations. There are 14 Lead Organizations focused on neighborhoods or communities throughout Seattle.

Cultural events, experiences, and spaces provide the reason for people to gather, confer identify, and build community which are ever more critically important during the current COVID pandemic and recovery process. This program seeks to support recovery efforts through collaboration, equity, resiliency and safety in alignment with the City of Seattle's vision of ***One Seattle***.

The West Seattle Junction Association, as the Lead Organization for the West Seattle Junction, shall sub-contract to neighborhood-based organizations and small businesses to carry out inclusive and creative arts and culture endeavors that further the city's pandemic recovery process. Applicants must conduct events/activations within this neighborhood or community.

These activations/events seek to reach underserved communities and audiences and those most impacted by COVID-19, in particular, BIPOC (Black, Indigenous, People of Color), low-income, and under-served communities. Activations/events should seek to rebuild and assist in arts and culture recovery; events do not need to be entirely new events.

The total amount of funding available through this Lead Organization for this designated area is \$56,950.

We welcome proposals for projects of all sizes, but requests cannot exceed \$20,000, and some awardees may only receive part of their requested amount.

Who is Eligible?

- Non-profit organizations (arts and culture, and others) focused on events/activations within the designated neighborhood or community;
- Small businesses with a City of Seattle business license, however, a small business who is a sole proprietor can apply but must collaborate with other individual artists or others for the proposed project;

- Applicants can apply to more than one Lead Organization for this city-wide program, however, can receive funding from only one Lead Organization (*see list of other Lead Organizations at end of this document*);
- Applicants should be place-based in the designated neighborhood/community and should have a history and track record of direct connection to the arts and cultural life of the neighborhood/community. Applicants do not need to have their primary address in the designated neighborhood/community;
- Activations/events must be broadly advertised and accessible to the public. Free event admission is preferred, or using a low-cost or sliding fee scale, and events should be physically accessible;
- Applicants must have capacity to successfully manage the proposed project, prepare regular reporting, and complete final reports due no later than **September 15, 2023**;
- All events shall provide event liability insurance and name the West Seattle Junction Association and City of Seattle as additionally insured;
- Awarded programs will be required to follow all current Federal, State, County, and City COVID-19 mandates and protocols. More information and in other languages are available on the [City of Seattle COVID-19 Vaccination Requirement website](#).

Funds May Be Used For:

- Costs directly related to event/activation (staffing, equipment rental, paying performers, materials, etc.)
- Examples (sample) of public activations or events:
 - A series of performances at an indoor or outdoor venue
 - Temporary public art or lighting (permit/approval must be secured prior to award)
 - Festivals, fairs, or public events (can be for specific part of a larger event)
 - Art exhibits
 - Art or cultural workshops or classes.

Funds May Not Be Used For:

- Events held outside Seattle city limits
- Capital improvements or purchase of equipment
- Travel costs (local transportation costs for performers, for example, are ok)
- Religious events
- Programming in which fundraising is the primary purpose.

Criteria:

- Criteria 1: Strength of Project and Relationship to Neighborhood/Community (40 Points)
- Criteria 2: Community Building, Outreach, and Accessibility (30 Points)
- Criteria 3: Background and Capacity (30 Points)

Timeline

January 20, 2023	Application open/available (includes Guidelines, Application, & Budget Template)
February 27, 2023	Application deadline. (Lead Organization may begin reviewing applications that are submitted prior to the deadline.)
March 7, 2023	Review panel meets to discuss each application in relation to the program criteria and make funding recommendations.
March 15, 2023	Applicants are notified whether they have been recommended for funding, are contracted with, and events can begin.
Ongoing	Awardees carry-out arts and cultural events.
Ongoing	Awardees submit their reporting documents to Lead Organization and final report due no later than September 15, 2023 .

Application Tips

All funding programs can be highly competitive. We encourage you to:

1. **Read these guidelines**, check your eligibility, and follow the instructions carefully.
2. **Explore the application early** so you can plan ahead.
3. **Update Seattle Business License, if needed.** [HERE](#)
4. **Be clear and concise in your application.** Panelists read and evaluate many applications.

Obligation of Award Recipients

Acknowledgement

Organizations and individuals receiving awards from the Lead Organization and funded by Seattle Office of Arts & Culture (ARTS) must acknowledge the Lead Organization and City of Seattle's support in printed materials, signage visible to the public, via social media, or in other ways appropriate to the project. The Lead Organization and Seattle ARTS will supply preferred wording and logos in electronic format.

Payment/Reporting

Regular reports and final reports and invoicing will be due as per the contract schedule and negotiated with the Lead Organization. Reports shall include data (demographic, # of people attending, etc.) and narrative as outlined in the contract. For additional information, contact: Jill Maio, Arts & Events Specialist, at jill@wsjunction.org or (206) 935-0904.

LIST OF OTHER ORGANIZATIONS/AREAS SERVING AS LEAD ORGANIZATIONS

AFRICATOWN COMMUNITY LAND TRUST: Central Area

BEACON ARTS: Beacon Hill (including Mt Baker)

DELRIDGE NEIGHBORHOODS DEVELOPMENT ASSOCIATION: Delridge, Highland Park, Westwood (north of SW Roxbury)

DOWNTOWN SEATTLE ASSOCIATION: Downtown

FRIENDS OF WATERFRONT SEATTLE: Waterfront

GAY CITY HEALTH PROJECT: Capitol Hill

GEORGETOWN CDA: Georgetown and South Park

HISTORIC SOUTH DOWNTOWN: Pioneer Square and Chinatown/International District (including Little Saigon and Japantown)

LAKE CITY COLLECTIVE: North Seattle (specifically Lake City, Greenwood, Northgate, Bitter Lake, and Aurora, north of 85th)

MUSEUM OF HISTORY & INDUSTRY: South Lake Union

NA'AH ILLAHEE FUND: City-wide

SOUTH END SEATTLE ART CENTER: Rainier Valley

UDISTRICT PARTNERSHIP: University District

WEST SEATTLE JUNCTION ASSOCIATION: West Seattle Junction