



2023 Creative Impact Fund Guidelines

Important Dates

- Applications open Friday, March 17, 2023.
- Deadline for Submission is Sunday, May 7, 2023 at 11:59 pm.
- Applications will be reviewed by the Jury after the deadline.
- Applicants will be notified of the Jury's decision by email approximately six weeks after the deadline.
- A simple final report is required from fund awardees within 30 days of project completion
- Projects must be complete by June 30, 2024

For questions about this program please contact cif@assemblycle.org.

About

The Assembly for the Arts Creative Impact Fund (CIF) will be awarded to **sixteen (16)** artists, art collectives, and informal groups with **\$6,250 for flexible funding and project-based placemaking**. Our goal with this Fund is to support the investment and growth of arts projects with a focus in [redlined communities](#) that lack arts investment, developing areas of significant arts activity, and promoting increased walkability. This Fund will help lay the groundwork for the City of Cleveland's Rescue & Transformation Plan, which identified Arts and Neighborhood Amenities as a priority.

The CIF is open to individual artists or art collectives of all expressions, including but not limited to visual art, media/film, dance, theater, music, comedy/improv, literature, design and/or craft.

In addition to funds, CIF also includes professional development, marketing support, and connections (creative, business, and institutional). Priority will be given to artists of color and art collectives with diverse representation. The CIF is funded by [Cuyahoga Arts & Culture](#). Individual artists, multi-disciplinary artist collectives, and informal groups are encouraged to apply.

Creative Impact Fund Includes:

- \$6,250 includes up to \$2,500 in unrestricted support and \$3,750 in project support
- Support from Assembly's staff who will advise project leads in attaining their project goals via marketing and professional development support and connections to institutional partners, potential collaborators or thought partners
- Assembly for the Arts Membership



Eligibility

- The CIF is open to individual artists and artist collectives that reside in Cuyahoga County.
- Applicants must be 18 years of age or older.
- Applicants cannot be staff or board members of Assembly for the Arts or Cuyahoga Arts & Culture.
- Applicant projects must be centered around arts and culture and focused in creative discipline including, but not limited to, visual art, media/film, dance, theater, music, comedy/improv, literature, design and/or craft.
- Eligible CIF projects must take place in one of the following neighborhoods:
 - Asiatown
 - Broadway-Slavic Village
 - Buckeye-Woodhill
 - Central-Kinsman
 - Clark Fulton
 - East Cleveland
 - Fairfax
 - Glenville
 - Hough
 - Lee Harvard
 - Midtown
 - Mt. Pleasant
 - North Collinwood
 - Shaker Square
 - South Collinwood
 - St. Clair Superior
 - Union Miles
- Applicants do not need to reside in one of listed neighborhoods to be eligible for this program, however they must be able to demonstrate partnership or collaboration with residents of the community where their project is being proposed.
- Only one application per artist will be accepted. Please note, artists applying as part of a collective will not be eligible to submit an individual application.

How to Apply

Interested artists and teams can apply using the online application found on the Assembly website at www.assemblycle.org/creativeimpactfund

Paper applications will be accepted for accessibility reasons on a case-by-case basis. If you have a disability and require assistance in applying for CIF, please contact cif@assemblycle.org

The CIF application is available in English only. Spanish translation services available upon request.

Selection Criteria

Applications will be evaluated for funds based on the following criteria:

- Artist or collective demonstrates past creative project management experience



- Artists or collectives that have limited past creative or project experience must be able to illustrate a plan to support the development of their proposed project
- Project is feasible within the confines of the proposed budget
- Project centers arts and culture and stimulates the investment and growth of redlined communities in the City of Cleveland or the City of East Cleveland
- Project is innovative and imaginative and demonstrates engagement with the community

Review Process

CIF grantees will be selected by a 3 to 5-person jury that includes artists, arts administrators, and community leaders from outside of the arts and culture industry, with one member of the jury from outside of Greater Cleveland.

- All applications will be reviewed after the May 7, 2023 deadline by the selected jury panel
- Applications will be reviewed in a closed format based on the application selection criteria. Jury comments will be available upon request.
- All applicants, both those who did and did not receive funding, will receive email communication from Assembly about the status of their grant application approximately 6 weeks after the application deadline.

Grant Period

- CIF grantees will have 12 months from receipt of their grant funds to develop and complete their project with the dedicated project fund portion of the grant.

Fund Disbursement

- Grant funds will be sent to individual artists or the project lead for a group or team.
- The full grant amount (\$6,250) will be disbursed to CIF grantees within 30 days after final funding decisions have been made and after grantees complete the required paperwork (see below for details).
- Grant recipients will be required to make an appointment with Assembly staff to complete required payment paperwork.
- All grant funds will be distributed to grantees as paper checks via USPS mail or direct deposit.

Project Requirements

- All grantees will be required to have one (1) in-person status update meeting with Assembly staff within the 12-month grant period.



- Grantees will be required to sign a Grant Agreement and provide a W-9 for tax purposes. Bank account information for direct deposit transfer of grant funds will be optional.
- CIF grantees will be required to track their expenses and provide receipts for the project portion of their grant fund only. No expense reporting will be required on the unrestricted portion of the grant funds.
- Grantees are required to complete and submit a final report at the end of the 12-month grant period.

Eligible and Ineligible Uses of Funds

The project portion (\$3,750) of funds can be used for project-related expenses including, but not limited to:

- Supplies and materials
- Contract services
- Personal artist fees
- Space rental
- Marketing and communications
- Research and development

The unrestricted portion (\$2,500) of funds can be used to support yourself (daily living expenses) and/or the project. CIF unrestricted funds cannot however be used for illegal activity or political campaign endorsement.

Work Sample Guidelines

Your work sample files should be a streamlined, quality display of your artistic work and will be used to evaluate your application. Please remember jury members will review all you include in your application, so choose your best work and consider quality over quantity.

- All applications must include a minimum of 3 and a maximum of 10 work samples.
- 10 files total across all file types/media.
 - See below for acceptable file types.
 - Image / Document files cannot exceed 4MB each.
 - Video / Audio files cannot exceed 150mb/video.
- Choose work samples representative of your creative work from within the last 3 – 5 years.
- Sketches and mock-ups for your proposed CIF project may be included.
- Each PDF file uploaded may be no more than 4 pages.
- PDF files that contain images may be no more than 4 pages.



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- You may upload a maximum of 3 media files (video or audio), maximum of 2 minutes each.

Allowable file types:

Writing: doc, .docx, .pdf,

Images: .jpg, .jpeg, .png,

Audio: .m4a, .mp3, .wav, .wma,

Video: .m4v, .mov, .mp4, .mpg, .wmv