

Art and Community Grant Playa del Fuego

Purpose. To provide artists and organizations around the mid-Atlantic region with funding to further the mission of Playa del Fuego, Inc. and support participatory, interactive art, and community projects beyond the Burning Man Regional Event, Playa del Fuego.

Eligibility. Artists and organizations that share a passion for the burner ethos and demonstrate a commitment to bringing participatory, interactive art, or forward-thinking collaborative projects to their communities may apply. Priority will be given to individuals and teams that have demonstrated a commitment to the Playa del Fuego community. Applicants may apply as an individual or as an organization. Organizations must be a registered non-profit in the US in good standing.

Application. The application form is [here](#).

Examples of Allowable Costs:

- Artists' Fees, Materials, Insurance, Engineering, Shipping, Fabrication and Installation Services, Permits, Copyright Registration, Plaque and Dedication Costs, and Photographic Documentation.

Examples of Unallowable Costs:

- Art and Community Grant funds may not be used to purchase food and beverages, fund colleges, universities or other government agencies, or purchase individual pieces of equipment or tools over \$100.

Grant Amounts:

- **\$2k or Under:** Projects may be sponsored by either individuals or organizations. Matching funds are not required.
- **Above \$2k:** Projects may be sponsored by either individuals or organizations. Applicants may request up to \$2k in additional matching funds through the Art and Community Grant program. All funds to be distributed through the grant will be released once required matching funds are submitted.

Examples of Fund Distribution:

- **Projects valued at \$2k or lower.** Matching funds are not required. Grant funds will be awarded in full once approved and contract is signed.
- **\$3,500 Project.** \$2k plus an additional \$750 grant to match \$750 raised by the grantee. The grantee must submit documentation of \$750 for the awarded \$2750 to be released in full.
- **\$10,000 project.** Grantees may apply for \$2k plus an additional \$2k grant, to be matched to funds raised by the grantee. The grantee must submit documentation of the remaining \$6k for the awarded \$4k to be released in full.

Underbudget Project. Grantees must demonstrate all expenses in their Interim and Final report. Unused grant funds, including matching grants, must be returned to Playa del Fuego within 30 days of the Final Report.

Notification and Grant Period: Applications for the Art and Community Grant will be accepted on a rotating basis, with all applications reviewed and decisions sent out, in writing, within 45 days of submission.

- **For projects \$2k and under**, Interim Reports must be turned in 60 days after the grant award, and must include a detailed update of the project and documentation of all expenses made to date. A project's Final Report must be turned in no later than 30 days after the approved project's end date or 180 days after the grant is awarded, whichever comes first.
- **For projects above \$2k**, all matching funds must be demonstrated before any funds are released through the Art and Community Grant. Interim Reports must be turned in 60 days after the grant award, and must include a detailed update of the project and documentation of all expenses made to date. A project's Final Report must be turned in no later than 30 days after the approved project's end date or 180 days after the grant is awarded, whichever comes first.
- All former Playa del Fuego grantees are required to have submitted any outstanding receipts, expense documentation, and final reports to be considered for funding.
- All expenses must be approved before the grant agreement is processed for payment.

Changes in Grant Activity. If a grantee would like to request a change in the approved scope or direction of the contracted project, they should contact the Board of Directors of Playa del Fuego. Grantees must submit a written request for amendment and a revised budget, both which must be approved by Playa del Fuego before any changes to the activity can occur. If the grantee makes changes to the grant proposal without first seeking approval, the grant may be cancelled and the grantee may be required to repay grants funds in full.

Failure to Complete the Project. Grantees who fail to complete projects and submit all final documentation on time will be ineligible for future grants for a period of 18 months. (Exceptions may be made in cases of illness or family emergency.) Additionally, if the grantee defaults on the agreement with Playa del Fuego and does not complete the project as proposed and approved, breaches the terms of the grant contract, or ceases to do business, it shall be required to repay grant funds to Playa del Fuego in their entirety within 30 days of default, and no later than 180 days after the grant award.

Evaluation Criteria: The following areas will be used to evaluate the application submissions, artistic work samples and other support materials:

- Artistic Merit: 35%
- Community Impact: 35%
- Level of Community Participation: 15%
- Artist Experience and Financial & Managerial Capability: 15%

The evaluation process will also take into consideration general standards of decency and respect for the diverse beliefs and values of the American public consistent with The National Foundation on the Arts and Humanities Act, as amended in 1990.

Evaluation Team: Submissions for all Art and Community Grants will be reviewed by the Board of Directors of Playa del Fuego, Inc, until a more formal curatorial team is put together.

Access and Equal Opportunity. Federal and Maryland statutes require all applicants to comply with laws and regulations governing nondiscrimination. These include: Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101-12213) which prohibits discrimination on the basis of disabilities; and the DC Human Rights Act of 1977.

Matching Funds.

- **For individual contributions of \$1,000 or more**, applicants must submit copies of canceled donor checks, bank statements showing the transfer of funds by wire or receipt of credit card payments and/or signed documentation verifying the transfer of securities and their market value at time of transfer (pledges do not qualify; and clear evidence that a donor's intent is to meet Playa del Fuego's match).
- **For contributions of less than \$1,000**, applicants must submit a list of all such donations, including name of donor, form of donation (ie. Check, wire transfer, credit card, security, etc.), date of donation, and amount of donation, with a signed statements restricting all donations on the list to the Playa del Fuego match. Cancelled checks or separated documentation is not required.
- **Crowdfunding.** If applicant raises funds through an online crowdfunding campaign, the applicant may submit the list of donors, including amounts and proof of payment.
- **Grantees may not provide matching funds to themselves.**

Additional Information:

- All former grantees are required to have submitted any outstanding final reports to be considered for funding.
- Interim Report details (due 60 days after receipt of grant funds):
 - Name and summary description of the project
 - At least 3 hi-def images of the project, in whatever stage it's in
 - Documentation of all project expenses to date
- Final Report details (due 30 days after the approved end date of the project or no later than 180 days after receipt of grant funds, whichever comes first):
 - Name and summary description of the project
 - Final budget and documentation of all project expenses to date
 - Team members and responsibilities
 - Challenges faced during project development and execution
 - Detailed description of project launch / burn
 - Detailed description of community participation through project development and post completion
 - What would you do the same? Different?

- Minimum of 6 hi-def photos of the project, to show its awesomeness, as well as its scale, color, details, etc.
- If you have received PDF event-based art grant funds from Playa del Fuego in the past but have not turned in receipts, you will not be eligible for the Art and Community Grant until all receipts from the prior project are turned in.
- No funds will be disbursed without a signed contract between PDF, Inc, and the recipient artist or organizational representative.
- Final Budget and Expense Reports should reflect only those costs that will be incurred during the "Period of Support" that you have indicated for your project. Any costs incurred before or after those dates will be removed.
- Applications for The Art and Community Grant will be accepted on a rotating basis, with all applications reviewed and decisions sent out, in writing, within 45 days of submission.
- All grantees must submit original, physical receipts or emailed vendor receipts with line items listed on the Expense Report as documentation of payment for expenses, to be included in both the Interim and Final Report for the project. Credit card statements or cancelled checks are not an acceptable substitute (they are not specific enough).
- Since the contract constitutes a legal agreement between the artist or organization and PDF, Inc 501c(3), and the template for the contract must be approved by the Playa del Fuego Board of Directors and is not subject to change.
- If at any time a member of the Playa del Fuego Board of Directors decides that the guidelines of the Grant are not being followed, the process will be examined and the grant may be cancelled.