

2016 – 2017 COMMUNITY ENRICHMENT GRANT

General Eligibility Requirements and Review Process



The City of West Hollywood is pleased to offer year round Community Enrichment Grants intended to support a variety of community-based programs, projects and events developed/produced by nonprofit organizations where a modest grant can make a meaningful and sustainable difference in enriching the cultural life of the West Hollywood community. The maximum award any organization may receive under this grant is \$1,000. These grants are:

- for community-based organizations that want to add artists and performances to their community programs or events;
- designed to enhance free public events with an arts component;
- intended to provide payment or honorariums to performers, singers, musicians, poets, or other artists.

Community Enrichment Grants may be applied for at any time during the year and will be awarded until funds are no longer available. Community Enrichment Grant requests will not be considered for fundraising efforts, capital campaigns or religious-based program/events.

Please contact the program staff before beginning an application to determine eligibility and available funding at pbonds@weho.org (323) 848-6354 or acampbell@weho.org (323) 848-6883.

General Requirements

To be eligible for consideration, organizations must meet **all** of the following requirements:

1. Organizations must be a registered and active nonprofit organization or provide evidence that they are under a fiscal sponsorship agreement with another nonprofit organization.

2. Organizations must be able to demonstrate commitment to and involvement with the West Hollywood community.
3. Projects must take place in West Hollywood or in the immediate West Hollywood adjacent area and include West Hollywood residents in the proposed activities.
4. Organizations must provide proof in the form of a Certificate of General Liability Insurance in an amount not less than two hundred thousand dollars (\$200,000) per occurrence for bodily injury, personal injury, and property damage.

Review Process

Community Enrichment Grants will be reviewed by the Arts and Cultural Affairs Commission on a case-by-case basis and as long as funding is available.

To be considered, applicants must submit an on-line application. Applicants might be asked to present their request in person at a meeting of the Performing Arts and Cultural Affairs Subcommittee.

Applications will be reviewed on the following criteria:

- purpose of grant;
- timeliness of program/project/event;
- impact on community;
- audience served;
- organization's involvement in and service to the West Hollywood community;
- fiscal responsibility;
- innovation/collaborations and/or partnerships;
- overall need for proposed project.

Grant decision will be made within 30-60 days of submission.

Grant period is up to one year.

Grantees must submit a final report 30 days following the realization of the grant funded program, project or event.