

## Community Foundation for Greater Buffalo OLIVER G. & SARAH SLOAN BAUMAN FUND FOR THE ARTS

### 2019 Schedule and General Information

Applicants seeking a Bauman Fund competitive grant from the Community Foundation for Greater Buffalo should refer to:

- Schedule and General Information
- Bauman Fund Grant Guidelines including the donors' intent
- Bauman Fund Grant Application Questions on pages 3 and 4

**Application deadline is April 12, 2019 at 4 PM.**

**Funding decisions will be announced by mid May 2019.**

**Applications MUST be submitted electronically online through the Community Foundation's Foundant Grant Lifecycle Manager. No paper, emailed, or pdf applications will be accepted. Outcome reporting will also be online when closing the grant. Below, for your convenience, are the guidelines and an outline of the questions you will be required to address when completing your electronic application.**

**Amount available:** Approximately \$47,000 is available for granting in 2019

**Complete Application Required:** Grant applications must contain all information requested on the electronic grant application. Incomplete applications will be rejected.

**Grant guidelines:**

See 2019 Bauman Fund Grant Guidelines

**Grant submission process:**

Grant seekers are encouraged to call the Community Foundation with any questions related to this application.

# Community Foundation for Greater Buffalo 2019 Bauman Fund Grant Guidelines

## **Grantmaking Philosophy**

These 2019 Bauman Fund Grant Guidelines apply to applicants to the Oliver G. & Sarah Sloan Bauman Fund for the Arts. This Fund was established in 1996 by Sarah Bauman Baxter as a unique way to memorialize her father by including his name in her own endowment. Mrs. Baxter and her father shared a love for the classics, including classical languages, ballet and opera. At the end of her life, she translated that love into this bequest, which Mrs. Baxter said should help "perpetuate the appreciation of such fine arts as an important and integral part of our culture."

## **Criteria**

Support shall be in the form of a grant, preferably matching funds.

### *Tier 1*

Awards will be prioritized first for performances of "traditional, classical ballet and opera on the living stage, and preferably of the English, European, or Russian schools." Qualifying performances should "preserve the originality of their composition, so the ballets are presented in their traditional choreography, and operas are sung in the language in which they were composed (except certain operas which may be customarily be rendered in English and are regarded as 'traditional' by the Metropolitan Opera Company of New York)."

### *Tier 2*

If any funds remain after awards have been made to all ballet and opera nonprofits eligible under Tier 1, awards will be prioritized for qualifying performances presented through the encouragement and support of responsible music or theater nonprofits. Qualifying works shall "preserve the high quality of performance of traditional or classical works" of music, theater, or ballet from the repertoires traditionally considered classical for each medium.

## **Primary Award Criteria (follow questions in Project Description on page 4)**

The Foundation evaluates grants in accordance with the eligibility criteria, priorities and other matters contained in these Guidelines and the answers to the eight questions listed under Project Description in the Bauman Fund Grant Application Requirements.

The Foundation will not consider funding

- Endowments
- Religious purposes
- Projects outside the eight counties of Western New York (Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans and Wyoming)
- Schools not registered with the New York State Education Department
- Attendance at or sponsorship of fundraising events for organizations
- Any partisan political activity. Funds from the foundation cannot be used to support or oppose a candidate for political office.
- The Foundation will not award grants for the carrying on of any propaganda or otherwise attempting to influence legislation (lobbying).
- Projects and activities that have occurred. The Foundation will not, except in extraordinary cases, provide payment or reimbursement for expenses incurred prior to the Foundation's funding decision being communicated to the applicant.

### **501(c)(3) Determination**

Grants are awarded to organizations that the Internal Revenue Service has determined to be described in Section 501(c)(3) of the Internal Revenue Code.

### **Application Waiting Period**

Eligible applicants may apply for a Bauman Fund Grant and may also apply for any other Foundation grant for which they are otherwise eligible. In addition, eligible applicants may apply for Bauman Fund grants in successive years.

### **Electronic Application Required**

Bauman Fund Competitive grant requests will only be considered if they have been submitted electronically through the application website. Paper applications will not be accepted.

### **Other Matters**

- ❑ The Foundation reserves the right to pay grants in a single installment or in “draws” at its sole discretion.
- ❑ The Foundation will consider multiyear requests on a limited basis.
- ❑ The Foundation requires that all successful applicants obtain three bids for any equipment purchase.
- ❑ The Foundation requires that all grants be closed out within one year of the receipt of funds.
- ❑ The Community Foundation reserves the right to conduct an independent evaluation of grant expenditures for up to four years. The grantee agrees to provide the information necessary to complete such an evaluation. Failure to submit requested information in a timely fashion may obligate the grantee to refund the grant.
- ❑ The use of grant funds for purposes not approved by the Foundation is prohibited and will result in a request that those grant funds be returned to the Foundation.

## **2019 Bauman Fund Grant Application Questions**

**NOTE: Applications must be submitted electronically online through the Community Foundation’s Foundant Grant Lifecycle Manager. No paper, emailed, or pdf applications will be accepted. The following questions are provided for your reference when completing the application online.**

- Project name
- Amount requested
- Purpose of organization
- One sentence summary of grant purpose
- Date required
- Five year history of prior grant requests to the Bauman Fund including:
  - Previous requests, date submitted, amount and action (approved or denied) taken on each
- Financial background of organization including:
  - Annual operating expenses
  - Last fiscal year surplus/deficit
  - Accumulated surplus/deficit
  - Endowment market value

## PROJECT DESCRIPTION

- **How does this request fit within the Bauman Fund criteria?**
  - Is it a Tier 1 or Tier 2 request?
  - How does it fit this tier? Be specific
- **Define need - why should this be done?**
  - What specific community need does proposal address?
  - Who - and how many - will benefit? (*Please quantify. If this request is to support performances, then audience attendance goal MUST be disclosed.*)
- **What will be done?**
  - What actions/activities are proposed to meet this need?
  - What are the distinctive features of your approach/program?
  - Is collaboration a part of this application? If so, explain.
  - What is the timetable?
- **Who will be involved?**
  - What are the qualifications of people proposed for the project?
  - What other area providers deliver similar services?
  - What coordination has been/could be achieved with these providers? If not, why not?
- **What are your intended impacts/outcomes?** (quantifiable changes preferred)
  - How will they be measured? (by whom and when)
- **If the program or activity is to continue, is the program or activity sustainable?**
  - Provide evidence on how the project will be sustained.

## PROJECT BUDGET

- Provide a very specific complete budget breakdown, identifying costs of the individual items that constitute your funding request to the Foundation.
- Budget narrative (optional)
- What investment is your organization making in this project?
- If ongoing, what are your plans for continuing funding?
- Please list other funding sources (such as other foundations, organizations, and governmental agencies) from whom funds have been requested and the status of these requests.
- If the Foundation were only able to partially fund your request, how would your programming be affected? Please detail.

## CERTIFICATION OF GRANT ELIGIBILITY

### Board Endorsement

- Certification that the executive director and a board officer have approved submittal of the grant request and that all information provided is accurate.
- Confirmation that organization has a Conflict of Interest policy in accordance with New York State Law
- List of all Board members

## ATTACHMENTS

- Resumes or CVs of project personnel – required
- Memoranda of Understanding or letters in support of your project from collaborators or letters from other funding sources who may have expressed interest in supporting the project – strongly advised
- Recent evaluations of your programs – optional