

# 2026 Arts & Culture Initiative Grant Process

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*Community Foundation for Greater Buffalo*

## *2026 Arts & Culture Initiative Application*

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### IMPORTANT TO REMEMBER

- Utilize the Save Application button at the bottom of the form as you complete the application in order to prevent losing your work.
- Spaces count as characters.
- *It is recommended you stay within character limits at all times!* Character overages will prevent final submission of the application until this error is corrected.
- Work in one window or tab and on one computer at a time. Having the application open multiple places will prevent the application from saving properly.

### FILE UPLOADS

**DO NOT** upload zipped files.

If a file upload is requested, please only use the following formats:

- Microsoft Word
- Microsoft Excel
- PDF
- JPG

### ADDITIONAL TOOLS:

- The Fax to File feature listed under Tools in the menu on the left will allow you to conveniently create PDF files. We strongly encourage you to utilize it for scanned uploads.
- To complete an upload, please click on the Save Application button at the bottom of the screen.
- Please only upload the requested material. Do not include cover sheets.
- If you wish to change an upload you've made, simply upload the new file over the old one to overwrite it or click the red X beside the file to delete it.
- If you have problems uploading a file due to file size restrictions, please contact Sarah Johnson: sarahj@cgb.org.

## Basic Information

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### Project name\*

*Character Limit: 100*

### Concise one sentence summary of request\*

*Character Limit: 300*

### What is your total operating budget for your most recently-completed fiscal year?\*

To be eligible for this application, the organization must have a total operating budget of \$500,000 or less in its most recently completed fiscal year.

*The Community Foundation will also be reviewing your most recent IRS Form 990 online at the GuideStar website. Should there be none listed, we will request a copy of your most recent audit or financial review and its accompanying management letter.*

*Character Limit: 20*

### Select the county where your organization is primarily located.\*

*Reminder: Monroe County-based organizations must apply through the Rochester Area Community Foundation's grant portal.*

#### Choices

Allegany  
Cattaraugus  
Chautauqua  
Erie  
Genesee  
Niagara  
Orleans  
Wyoming

### Additional Counties

Select any additional counties that your organization serves.

#### Choices

Allegany  
Cattaraugus  
Chautauqua  
Erie  
Genesee  
Monroe  
Niagara  
Orleans  
Wyoming

## Type of Arts and Cultural Organization\*

Select the category that best describes your primary focus.

### Choices

Architecture  
Artist Community  
Arts Education  
Dance  
Design  
Folk & Traditional  
Library  
Literary Arts  
Local Arts Agency  
Media Arts  
Museums  
Music  
Musical Theater  
Opera  
Other  
Presenting & Multidisciplinary Work  
Theater  
Visual Arts

## Type of Arts and Cultural Organization (Other)

If you selected Other for the type of arts & culture organization, please detail below.

*Character Limit: 150*

## Mission & Program

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### What is your mission statement?\*

*Ideally, this is your board-approved mission statement that is 1-sentence long.*

*Character Limit: 750*

### Program\*

Provide a brief description of your programs.

*Be sure to include information on how frequent your programming is.*

*Character Limit: 2000*

## Community

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### Community Need\*

Which community or communities does your organization serve? What would be lost to those communities if your organization no longer existed?

*Be sure to answer BOTH questions above.*

*Frame your answer within the context of the community you serve. Only if appropriate, your answer may reference your organizational values of equity around accessibility, race and ethnicity, income levels, gender, etc.*

*Character Limit: 2000*

### Community Feedback\*

How does feedback from the community or communities you serve influence your organization?

*Character Limit: 2000*

## Budget Request

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### Amount requested\*

*The maximum award is \$2,500.*

*Character Limit: 20*

### Goal\*

What will you use the funds for? Funds may be used for project or general operating expenses.

*The strongest answers list expenses and cost. Be sure to include a brief project description and timeline. If appropriate, describe any partnerships or collaborations that are specific to this project.*

*Character Limit: 3000*

### Success\*

Based on your goal above, what will success look like for your organization once you have utilized the funds?

*Character Limit: 2000*

## Uploads

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### Upload

***You may upload up to 3 pages of meaningful content that enhance the story of your organization and/or supplement the narrative you have already provided. The strongest uploads demonstrate support for your programming directly from your community served.***

**Guidelines:**

*Examples of meaningful content include photos, videos, testimonials from your community served, participant letters, survey results, media reviews, etc.*

- *Evaluators will review up to 3 uploaded pages.*
- *Evaluators will review up to 3 minutes of video content.*
- *If you are uploading a longer video, please specify the 3 minutes you would like reviewed. If nothing is specified, evaluators will review the first 3 minutes.*
- *To stay within maximum file sizes, upload a PDF with a link to the video. This PDF counts towards your total of 3 pages.*

*File Size Limit: 10 MB*

## *Certification*

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### **Certification\***

Do you certify that the executive director and a board officer have approved of this grant request and that all information provided is accurate to the best of your knowledge?

#### **Choices**

Yes

No