

Community Vibrancy - Call For Proposals

United Arts of Central Florida

Instructions

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Using the LOI form below, answer the required questions about your proposed project.

1. Read these guidelines thoroughly and take note of any questions.
 2. Gather key document(s): letter(s) / email(s) of support
 3. Save often! And only have the portal open on one tab on your browser.
 1. Did you know that you can collaborate with others on your application? Ask UA staff for more information!
 4. Character limits: we know that these can be intimidating. You are not required to use all the space available.
 5. Submit early! Leave extra time in case you have questions or computer trouble. Missing documents or fields will prevent the submission of the application.
- For all questions, contact Elyse - Grants Program Officer, at Elyse@UnitedArts.cc or 407-790-7844.

Organizational Eligibility + Project Requirements

Organization Eligibility requirements

- 501 (c)3 organizations that are Main Street Programs, Market Street Programs, Merchant Associations, or other nonprofits with an economic development or creative community development mission
- Located in Lake, Orange, Osceola, or Seminole Counties
- Ability to obtain all necessary permitting that your municipality may require.

Project Requirements

- Use of vetted performers (any performance discipline is eligible)
- Performers must be paid a stipend per performance (minimum \$125 per 2-hour block [2 – 45 min sets])
- Cannot be added to an already established event (i.e., Milk Mart, street festivals, or farmer market)

- Ability to collect and report pedestrian/customer participation data (survey + information from local businesses)
- Use of program-branded sandwich board signs – United Arts will provide the branded sandwich board inlays.
- Final Impact report

Key Dates + Deadlines

Portal Opens: April 12, 2023

Deadline: Rolling – with a priority deadline of May 21st, 2023 @ 11:59 pm

First Round of funding decisions: May 31st, 2023

- Grant Activity Period – June 1, 2023 – May 31st, 2024

Organizational Information

Project Name*

Name of Project.

Character Limit: 100

LOI Contact*

If United Arts has questions on the submitted material, who is the best person to contact?

Enter name and title in the box below.

Character Limit: 250

LOI Contact Email*

List the preferred email address for the LOI Contact listed above

Character Limit: 254

Organization's Mission*

In the text box below, input your organization's mission statement.

Character Limit - 250 / approximately 40 words.

You do not have to use all the space provided.

Character Limit: 250

Community Introduction*

In 4 to 5 sentences, describe the community where the project will occur.

Character Limit 1000 (approx.150 words)

You do not have to use all the space provided

Character Limit: 1000

Project Narrative: Share your Idea + Creating Impact

Project Plan*

In a couple of paragraphs, describe the project plan. Make sure to include the following:

- Where will performers be placed and why?
- When [proposed days/hours] and why these dates/hours?
- Frequency [how many times per week, for how many weeks]
- Promotion plan
- Evidence of support from local businesses and community partners (Letter of Support | can be an email directly to Elyse@UnitedArts.cc)
- How will audience participant data be collected, + how will you know if the pilot was successful in your community?
 - Examples include:
 - An estimated number of individuals stopped to listen/watch the artist for a minute or longer.
 - Estimated age breakdown of audiences
 - Estimated race & ethnicity breakdown of the audience

Character Limit 3500 (Approx. 575 words)

You do not have to use all the space provided

Character Limit: 3000

Total Request Amount*

Maximum Request Amount is \$4,500

Character Limit: 20

Project Expenses

In the table below, enter the proposed expenses.

- In the First row, indicate the admin fee.
- In the Second row, indicate the amount for artist stipends
- In the blank rows, you can add additional expenses; if you do, please explain in the budget narrative box below.

Keep in mind that:

- the maximum request is \$4,500

- the maximum administrative fee is 7% of the award
- Performers must be paid a stipend per performance (minimum \$125 per 2-hour block [2 – 45 min sets])

Expense Categories	Projected Expense Amounts
Admin. Fee	
Artist Performance Stipends	

Budget Narrative

Anything about the proposed expenses above that you want us to know?

If you are also planning on infusing income from other sources into the project, please list the sources and amounts here (outside income is not a requirement - there is no match requirement for this grant).

Character Limit 500 (Approx. 80 words)
 You do not have to use all the space provided

Character Limit: 500

Community / Business Support*

In the upload box below - upload at least one letter of support for this project from a community or business leader. You can only upload one document, so if you have multiple letters, please combine them into one document. United Arts Staff can assist with this.

Alternatively, you can have the business or community leaders email their support directly to Elyse - Grants Program Officer, at elyse@unitedarts.cc, and she can upload it into your application.

File Size Limit: 10 MB

Anything else you would like for us to know? [Optional]

Is there anything we have not asked about that you would like United Arts to know? If so, share below.

Character Limit:500 (approx. 80 words)

You do not have to use all the space provided

Character Limit: 500

Signature + Submit

Certification of Application - Executive Director or Equivalent**

By typing your name in the box below, you certify that the organization is committed to completing the activities proposed in this application in compliance with any applicable laws, and that all materials in this application are true and complete to the best of your knowledge.

Character Limit: 250