

## **Fluxx 2022 Current Grantee Application (no ITA required)**

This document details the questions in Fluxx for 2022 Current Grantee Applications

*An \* indicates that field is required*

*To start an application, please click on “Apply for Funding” on the left-side navigation bar.  
Then click on the [CURRENT GRANTEES APPLY HERE] button at the bottom of the page.  
You may need to scroll down a bit in order to see it.*

### **Organization Profile**

For all applicants, Organization Information on the Organization Profile includes contact information and the following fields:

- Discipline
- Borough
- Fiscal Year End Date
- Year Incorporated
- Mission Statement
- The majority of my organization’s programming is devoted to the performing arts (yes/no).

Because of that, you will not see the fields above listed within the application form itself, please be sure to update this information as necessary on your organization profile as necessary.

***Your organization profile is located on your main account.***

*Please reference page 4 of the registration guide for instructions on how to access this section.*

### **Organizational Background and Finances**

Annual Operating Budget\*

Dropdown choices:

- \$250K to less than \$1M
- \$1M to less than \$3M
- \$3M to less than \$5M
- \$5M to less than \$10M
- \$10M to less than \$25M
- \$25M and above



**Financial Information Table**

	Expenses	Revenue	Net Assets	Status (Projected, Board Approved, Audited)
FY'20*				
FY'21*				
FY'22*				
FY'23				

*Note: FY'23 is required for Cycle 3 applicants*

Upload a detailed side-by-side organizational budget (revenue and expenses) for FY'21, FY'22, and FY'23 (if available). Budget numbers for the current fiscal year should be your organization's most recent projections. Include a column for relevant budget notes. If possible, upload this budget as a PDF to preserve formatting.

*Note: FY'23 is required for Cycle 3 applicants*

Upload your organization's most recent audit. If your organization does not have audited financial statements, you can submit your organization's most recent 990.

Does your organization maintain any reserve funds? (yes/no)

**If Yes provide:**

- Balance of Reserve Funds at the close of FY'20
- Balance of Reserve Funds at the close of FY'21

Provide below or upload a complete list of the members of your Board, including their professional affiliation.

Discuss your Board's involvement with your organization, including monetary support. If relevant, discuss how the Board is growing and/or evolving, and/or how their participation has shifted in recent years.

*Suggested length: four to five sentences*

List your organization's top five corporate funding sources for the last completed fiscal year. Include each award's amount and purpose.

*Format: Name, Amount, Purpose*

*Example: Corporation X, \$10,000, General Operating Support*

List your organization's top five foundation funding sources for the last completed fiscal year. Include each award's amount and purpose.

*Format: Name, Amount, Purpose*

*Example: John Doe Foundation, \$15,000, Technology Initiative*

List your organization's top five government funding sources for the last completed fiscal year. Include each award's amount and purpose.

*Format: Name, Amount, Purpose*

*Example: Local Government Agency, \$10,000, Untitled New Production*

### Report on Last Howard Gilman Foundation Grant

Summarize your organization's activities during the last grant period. In particular, we're interested in knowing about any shifts in your organization's finances, fundraising efforts, artistic programming, and staffing in 2021.

*Suggested length: three to four paragraphs*

### Grant Information

Type of Support Requested (General Operating Support/Project Support)

Title of Request

**If project support:** When entering the Title of Request, please enter the name of the project.

**If general operating support:** When entering the Title of Request, write "General Operating for" and the fiscal year for which you are seeking support (e.g., General Operating for FY'23).

#### Amount Requested

**If project support:**

Specify the start and end dates (MM/YY-MM/YY) of the project, including any preparations, rehearsals, etc.

Enter the total amount of the project's expense budget.

Upload the project budget (revenue and expenses). Include a column containing budget notes. If possible, upload this budget as a PDF to preserve formatting.

#### Request Summary

**If General Operating Support:** Please tell us about your organization's planned artistic and other activities in the fiscal year for which you are seeking funding. How do you foresee moving forward in the upcoming grant period administratively, financially and programmatically? Additionally, we encourage you to discuss any current organizational needs or challenges as part of this narrative.  
*Suggested length: four to six paragraphs*

**If Project Support:** Please tell us about the project for which you are seeking funding, including key personnel, timelines, goals, and expected outcomes. Additionally, we encourage you to discuss any current organizational needs or challenges as part of this narrative.  
*Suggested length: four to six paragraphs*

Please describe your organization's philosophy and practices regarding wages, benefits, and artists fees. How has your workplace culture shifted since March of 2020?  
*Suggested length: three to four paragraphs*

We strive to be a learning organization and know that we're not experts in every artistic discipline, form, or technique. What might we need to know, read, research, or study to help us have a greater understanding of your work? You are welcome to list these resources and suggestions.

The Foundation's application review process often includes attending a performance or other activity, such as a rehearsal or workshop. Is there any in-person or digital programming you'd like us to see? Feel free to list opportunities in the New York City area to see your organization's work in person or share links to performances or content on your website, YouTube, Vimeo, Instagram, Facebook, or elsewhere that you'd like us to view.