

The Opera Fund: Civic Practice Grants

OPERA America

Timeline

Application deadline: October 2, 2018, at 11:59 p.m. EDT

Applications adjudicated: November 2018

Grantees notified: December 2018

Current grant period: January 2019 – August 2020

Please refer to the **Grant Guidelines** for more information.

Company Background

Civic practice*

Why has your company chosen to prioritize or intensify civic practice at this time?

- How is civic practice defined in your company?
- Has your company already engaged in civic practice? In what ways?
- What have you learned from these efforts?

Character Limit: 2000

Information

Company name*

Character Limit: 100

What do you hope to achieve with this grant?*

Character Limit: 500

Description of grant activities

Please describe the activities you wish to implement during the grant period in order to initiate or expand your company's civic practice. Include the planning and implementation timeline here. Please update your response if it has changed since the submission of your letter of intent.

Character Limit: 2000

Start date

Activities must start on or after January 1, 2019.

Character Limit: 10

End date

Activities must end by August 30, 2020.

Character Limit: 10

Budget*

Download the Budget Worksheet **here** and list all expenses associated with the grant activities, including those incurred by partner organizations and/or artists. Include all related costs, even if they are funded by grants from other sources. Please include names of the confirmed funders on the income sheet.

The Opera Fund will fund up to 100 percent of eligible expenses, up to \$30,000. The budget may include a reasonable amount of in-kind revenue and expenses. However, in cases where more than 25 percent of the total budget is in-kind, additional documentation may be requested. Please annotate your budget as specifically as possible. Upload your completed Budget Worksheet [here](#).

File Size Limit: 2 MB

Total budget for grant activities*

This should match the total expenses from your Budget Worksheet.

Character Limit: 20

Grant request*

Adjust the grant request amount from your letter of intent, if it has changed .

You may request 100 percent of **total eligible expenses**, up to \$30,000.

Character Limit: 20

Grant Team

Team members*

Please list the names and titles of the staff at the opera company who will be responsible for the grant activities. Please include titles of unfilled or potential positions.

Character Limit: 500

Team skills and experience*

What experience do they have in civic practice?

What skills are needed?

Will they need/receive any training or coaching?

Character Limit: 2000

Community Partners

Community organizations*

With what community organizations do you wish to partner, and why have you selected these partners?

Character Limit: 1000

Community connections*

What are your current connections to those organizations and/or the people who lead them? How do you plan to strengthen these connections?

Character Limit: 2000

Identifying goals*

Have goals for the grant activities been discussed with the community partners identified? How do they align with your company's goals?

Character Limit: 2000

Identifying assets*

What cultural/community assets will partner organizations bring to this relationship? What can your company bring to this relationship?

Character Limit: 2000

Roles and responsibilities*

Describe the anticipated roles and responsibilities of each partner.

Character Limit: 2000

Learning and Evaluation

Learning objectives*

What do you seek to learn from your community in general, or the specific community you seek to serve, through the grant activity? Please revise as appropriate from your letter of intent.

Character Limit: 1500

Evaluation*

Explain how you will evaluate the effectiveness of your project. What are short- and long-term indicators of success? How will you know if this activity was beneficial to your partners?

Character Limit: 2000

Documentation*

Explain your plans for documenting the activities, especially so that these practices can be shared more widely.

Character Limit: 1000

Organizational Resources

Operating budget*

Please enter your company's operating budget for the current fiscal year.

Character Limit: 20

Operating budget notes (optional)

Please indicate if there are any exceptional changes anticipated for budget growth or diminution during the grant period.

Character Limit: 500

Audited financials*

Please upload your company's most recent audited balance sheet.

File Size Limit: 4 MB

Supplemental Materials

You may provide additional, pertinent information to help the panel better understand your grant activities. This is not a requirement.

You may submit up to three links to online content (e.g., web page, YouTube, SoundCloud) or file-sharing platforms (e.g., Dropbox, Google Drive). Limit the total content so that all items can be reviewed within a reasonable amount of time (5–10 minutes).

Examples: a video excerpt, a web page demonstrating model projects from partner organizations, or a memorandum of understanding.

Link #1

Character Limit: 2000

Description of materials in Link #1

Character Limit: 250

Link #2

Character Limit: 2000

Description of materials in Link #2

Character Limit: 250

Link #3

Character Limit: 2000

Description of materials in Link #3

Character Limit: 250

Press Release Information

Press release summary*

Please provide a summary of the proposed grant activities for OPERA America's public announcement of the grant recipients. Your response will not be publicized unless your application is awarded. You will have the opportunity to review the description prior to publication.

Character Limit: 500

Logo*

Upload your company logo here. High-resolution JPEG preferred.

File Size Limit: 4 MB

Verification

Verification*

I attest that, to the best of my knowledge, the information contained in this application and its attachments is true and complete.

Choices

Yes