

# ORGANIZATION GRANTS:

## SUPPORT FOR PROGRAMS FOR ARTISTS THROUGH ORGANIZATIONS

### ABOUT THE JEROME FOUNDATION

The Jerome Foundation honors the legacy, artistic interests and humanistic concerns of its founder, Jerome Hill. We promote a dynamic culture through flexible fellowship support for early career artists, collectives and/or ensembles in Minnesota and the five boroughs of New York City, and through grants to nonprofit arts organizations that offer ongoing programs, services and activities for those same artists.

In our work, we embrace three core values, which we strive to model in our practice as grantmakers as well as support in our grantees:



- **Diversity:** We consciously embrace diversity in the broadest sense. We support a diverse range of artists and organizations, including but not limited to those of diverse cultures, races, sexual identities, genders, generations, aesthetics, points of view, physical abilities, and missions. We support a diverse range of artistic disciplines and forms, created in a wide range of contexts and for different audiences.
- **Innovation/Risk:** We applaud unconventional approaches to solving problems and support artists and organizations that challenge and engage the traditional aesthetic and/or social dimensions of their respective disciplines.
- **Humility:** We serve artists (rather than expecting artists to serve us) and believe that artists and organizations are the best authorities to define their needs and challenges—an essential humility reflective of Jerome Hill, our founder. Our grantee artists and organizations embrace their roles as part of a larger artistic and/or social community of artists and citizens, and consciously work with a sense of community purpose, whether aesthetic, social or both.

### PROGRAM OVERVIEW

In alternating years, the Jerome Foundation offers two-year grants for ongoing programs in six discipline(s) for artists that meet Jerome's eligibility requirements as defined below. Applications are reviewed by panels in Dance; Literature; Media, including film, video, and digital production and new media; Music; Theater; and Visual Arts. Organizations may apply with programs in multiple disciplines.

A diverse range of programs will be supported in each artistic discipline. This includes both development (artistic or career development and/or technical assistance) *and* production programs (culminating in a full production/exhibition/publication/etc.).

The earliest date to receive the first year of funds in this grants round will be May 1, 2020. Jerome does not fund retroactively. All supported costs must be incurred after May 1, 2020.

All organizations interested in support from Jerome must first schedule a call with Program Staff to discuss eligibility. All applicants deemed eligible by Program Staff must submit a Letter of Intent no later than Tuesday, February 5, 2019. Letters of Intent will not be accepted from any organization who has not had a phone conversation with Program Staff by the required deadline.

Following a staff review of Letters of Intent, the Foundation will invite a smaller group of organizations to submit full applications for panel review. The Letter of Intent and Full Application must focus on the program discussed during the phone appointment.

## **PROGRAM TIMELINE**

Required phone appointment with Program Staff	Starting Mon, November 5, 2018
Letter of intent deadline	Tue, February 5, 2019
Full applications invited	No later than March 12, 2019
Deadline for full applications	Tue, June 4, 2019
Notification of grant awards	January 2020
Next grant cycle for organization opens	Fall 2020

Staff will not have status updates on your application in advance of the relevant dates in the timeline above.

## **GRANT AMOUNTS**

Organizations who were not funded in this grant program in 2018 may request a maximum of \$30,000 per year for a single program, or a maximum of \$60,000 per year for multiple programs.

Some organizations were awarded “exit grants” in 2018 in this grant program. These organizations may request a maximum of \$30,000 per year for a single program, or a maximum of \$60,000 per year for multiple programs. Contact us if you are not clear as to whether your 2018 grant was an exit grant.

All other organizations funded in 2018 in this grant program may request up to a 15% increase from their March 2018 grant award or up to \$30,000 per year for a single program/\$60,000 per year for multiple programs, whichever is greater.

**No organization (whether previously funded or not) may request more than 25% of a three-year average of its actual annual operating income**, based on its three most recent completed fiscal years. In-kind contributions may not be used in calculating this average. For fuller explanation, see the FAQ.

# ELIGIBILITY REQUIREMENTS

## ORGANIZATIONAL ELIGIBILITY

All applicant organizations **must**:

- ✓ Be 501(c)3 organizations or apply through a fiscal sponsor with a 501(c)3;
- ✓ Be located in the state of Minnesota or one of the five boroughs of New York;
- ✓ Offer **ongoing** programs serving more than one early career vocational (as opposed to avocational, academic, amateur or educational) artist, collective or ensemble per year;
- ✓ Offer **additional** programs for Jerome-eligible artists, collectives or ensembles (defined below) beyond the program(s) for which Jerome support is requested.

Organizations with less than three years of operating experience will be considered only if they are able to demonstrate that the program for which support is requested expands the nature (not only the number) of existing opportunities for Jerome-eligible artists in their community.

## PROGRAM ELIGIBILITY

Eligible programs support the development, creation, and production / exhibition / publication of new works (as opposed to remounting, interpreting or exploring pre-existing work) and/or promote the ongoing professional or career development of Jerome-eligible artists, collectives or ensembles.

Supported types of programs for early career artists, ensembles or collectives may include, but are not limited to:

- ✓ Exhibitions, screenings or publications of new works
- ✓ Commissions, workshops, development activities
- ✓ Production and premieres of new work developed by the applicant
- ✓ Regrant programs supporting fellowships, commissions or the creation of new works
- ✓ Mentorship programs
- ✓ Professional development and technical assistance programs
- ✓ Residency programs that offer honoraria or compensation

Please note that all support is for **ongoing** programs benefitting multiple artists. The Foundation does not support single or one-off projects; support to a single artist, collective or ensemble; or support for the creation of a single new work (e.g., support to produce one play or film; present one composer, choreographer or spoken-word artist; publish one artist's book or exhibit one artist's work at a museum or in a public setting, etc.).

Supported programs must:

- ✓ Compensate staff and artists above and beyond any reimbursement costs for participation and at a reasonable wage (see FAQ for fuller explanation);
- ✓ Be publicly transparent about their process for selecting participants, and either use an open application process for participation in Jerome-funded programs or use curators, nominators or staff with ongoing and broad engagement with Jerome-eligible artists.

The Foundation does not support programs:

- ✗ Supporting students (K-12, undergraduate or graduate) in degree-granting programs
- ✗ Charging an application fee or requiring memberships for artists
- ✗ Benefitting only one artist/collective/ensemble per year
- ✗ Only offering presentation, exhibition, performance, or screening opportunities of works that the applicant has not supported in development
- ✗ Revisiting, remounting, reprinting, adapting or reinterpreting previously created work
- ✗ In which Jerome-eligible artists are seen as incidental, ancillary or occasional participants

Additionally, the Foundation does not support:

- ✗ Buildings, endowments, capital campaigns or cash reserves requests
- ✗ Arts education programs
- ✗ Degree-granting and conservatory programs
- ✗ Festivals of work that the applicant has not developed
- ✗ Documentation of work as the primary grant purpose
- ✗ Marketing and audience development as the primary grant purpose

Note: Co-commissioners and co-developers may not both request funding for the same artist's project.

Organizations may seek support for programs activities that serve a broad range of artists, including but not limited to Jerome-eligible artists (i.e., programs that serve both early career and mid-career artists, or include artists from beyond Minnesota or New York City). However, Jerome grant funds may only be used to cover costs for Jerome-eligible artists.

**At least** 75% of awarded grant funds **must** support direct costs for the specific program(s), although an organization might choose to dedicate a higher percentage of the grant to such direct program costs. Up to 25% of the grant funds **may** be applied to support indirect administrative costs for Jerome-funded programs and/or for ongoing organizational costs connected to services and activities for early career artists.

## SUPPORTED ARTISTS, COLLECTIVES OR ENSEMBLES ELIGIBILITY

Eligible artists, collectives or ensembles in supported programs must meet **all** of the descriptors listed. Jerome-eligible artists are early career generative non-student artists with residency in the state of Minnesota or the five boroughs of NYC who actively generate new original work and exercise.

	<b>ELIGIBLE</b>	<b>INELIGIBLE</b>
<b>Career Stage/ Status</b>	<ul style="list-style-type: none"> <li>✓ are in the early stages of their creative development               <ul style="list-style-type: none"> <li>✓ have a focused direction and are actively creating new work in their chosen artistic discipline(s)</li> <li>✓ have yet to be substantially celebrated within their field, the media, funding circles or the public at large</li> </ul> </li> <li>✓ are vocational (as opposed to avocational, academic, amateur or educational) artists</li> </ul>	<ul style="list-style-type: none"> <li>✗ would be identified as “mid-career” or established in any arts discipline</li> <li>✗ are engaged in the arts as a hobby or avocational pastime</li> </ul>
<b>Residency Status</b>	<ul style="list-style-type: none"> <li>✓ are legal residents of the state of Minnesota or one of the five boroughs of New York City and have been residents for a least one year prior to application or program participation</li> </ul>	<ul style="list-style-type: none"> <li>✗ currently live outside of either the state of Minnesota or New York City</li> <li>✗ did not consider Minnesota or New York City their primary legal residence for a least one year prior to application or program participation</li> </ul>
<b>Student Status</b>	<ul style="list-style-type: none"> <li>✓ are not participating in any degree-granting programs (K-12, undergraduate, graduate) in any field</li> </ul>	<ul style="list-style-type: none"> <li>✗ applicants who are or will be students enrolled in degree-granting programs</li> <li>⇒ organizations who are working with artists enrolled in PhD programs should discuss options with staff</li> </ul>

<p><b>Type of Artist</b></p>	<p>✓ artists who generate new works and claim creative “authorship” and creative control in the creation of new work, and whose primary practice is centered in creation of new work through their roles as:</p> <ul style="list-style-type: none"> <li>• choreographers in Dance</li> <li>• film and video directors of animation, experimental, narrative or documentary in Media</li> <li>• new media/digital artists (interactive technology, web or computer-based, virtual, etc.) in Media</li> <li>• writers of prose, poetry or creative nonfiction in Literature</li> <li>• composers in Music</li> <li>• playwrights, solo artists creating their own works, spoken word artists, performance artists and/or directors who lead or oversee the creation of devised work in Theater</li> <li>• painters, sculptors, social practice artists, installation artists, drawing, printmakers, muralists, graffiti artists, photographers, public work artists, fiber artists, clay artists and other disciplines within Visual Arts</li> </ul>	<p>✗ artists who interpret, perform, critique, report on, edit, or design the work of others (e.g., singers, musicians, screenwriters, dancers, actors, instrumentalists, vocalists, arrangers, editors, journalists, designers in sets/lights/costumes/sound, or critics, among others) but who do not also generate new work</p> <p>✗ managers, administrators, builders or technicians who do not also have a significant history of generating new work</p>
<p><b>Aesthetics/ Social Practice</b></p>	<p>✓ expand the aesthetic or social experience in the discipline in which they work and/or reclaim and revive traditional forms in original ways</p> <p>✓ imaginative, rigorous, and well-executed</p> <p>✓ technically proficient and exhibit a high level of craft</p> <p>✓ compelling and has a distinctive vision and authentic voice</p> <p>✓ connects with intended audiences/participants</p> <p>✓ engaging aesthetically and experientially</p> <p>✓ bold and risk-taking</p>	

As a general rule, **all** artists within an ensemble or collective must meet **all** criteria listed above. Any exceptions to this rule must be discussed with Jerome staff in advance.

Please note: artists, collectives or ensembles who are seeking support to create their own new work should not apply in this program but instead should apply through the Jerome Hill Fellowships for Artists, Collectives and Ensembles program, which will next accept applications in 2020.

## PROCESS AND REVIEW CRITERIA

Applications will be reviewed by panels of experts, with each discipline evaluated by a separate panel. Panelists are selected based on their knowledge of genres and forms represented in the applicant pool and represent a diversity of experience and identity.

Panelists are charged with prioritizing the applicants for funding based on the review criteria.

In their consideration, panelists consider four criteria:

1. The **merit** of the program(s), as indicated by the program plan, quality of program leadership, information on the artists served and work sample(s), and relationship and responsiveness to artists within its field.
2. The organizational capacity and **feasibility** of the program(s), as indicated by specificity of program detail, demonstration of ongoing support for vocational early career artists, the budget, and the organization's overall financial health.
3. The potential **impact** of the program(s) for artists and the field, as indicated by the program and organization history and the support offered directly to participants.
4. Demonstrated achievement in and alignment with Jerome's core **values** as indicated by:
  - ✓ diversity of organization leadership, board, staff, program participants and/or audiences;
  - ✓ embrace of innovation/risk through unconventional approaches to solving problems, supporting artists and cultural producers whose work explores new territories, challenges traditions, and offers unique and thought-provoking perspectives;
  - ✓ and humility through service to larger the artistic and/or social community of artists and citizens, and conscious work toward a sense of community purpose, whether aesthetic, social or both.

Panels are charged to think not only of the ability of every grantee to meet each criterion strongly, but of recommending a cohort of grantees that collectively capture the diversity (including aesthetic, cultural, racial, gender, geographic, relative scale and genre, among other factors) of the larger arts field.

Panel recommendations are reviewed by the Jerome Foundation Board of Directors, which has the sole and final authority to approve the panel recommendations and award grants.

## GRANT REQUIREMENTS

Grant commitments will be made for a two-year period. In specific cases, the Foundation may make the second-year of support contingent on review of a progress report and proof that the applicant has met pre-agreed upon benchmarks.

Grantees may not substitute a different program for the one/s supported in the original grant. Doing so may result in the Foundation recalling the grant. Any major changes to the nature or scope of the project must be approved in advance by the Foundation.

Grant recipients are required to submit annual progress reports at the end of the first year. Upon completion of the grant, a final financial and narrative report must be submitted to the Foundation. Grantees who are delinquent in their reporting requirements will not be allowed to receive additional support until the requirements have been met.

## HOW TO APPLY

1. All applicants must **schedule a phone call** with Program Staff.

Go to <https://calendly.com/jeromefdn/org-grant-phone-calls> to select a time for your call. You will receive a calendar invitation to confirm your appointment.

You must complete this step before you submit a Letter of Intent.

You will be advised by Program Staff via email following the phone call as to whether or not you are eligible to apply.

2. Following your phone call with staff, submit your **Letter of Intent**, which must be provided via Submittable (our online application platform) by Tuesday, February 5, 2019 at 4 pm Central/5 pm Eastern Time. Go to <https://jeromefdn.submittable.com/> to begin.

You may not change the nature of focus of the program(s) from what was agreed upon with Program Staff in the phone call.

A single Letter of Intent suffices for all applicants, regardless of whether you are applying for a single or multiple program(s).

The Letter of Intent asks that you provide a program narrative, and some basic organization and program information (recommended length no longer than 1,500 words—the equivalent of three single-spaced pages using Calibri size 12—for one program, or 2,500 words—five pages—for multiple programs). It must address the following:

- Description of programs offered by organization for Jerome-eligible artists (see above for definition of Jerome-eligible) and commitment to early career artists
- Identification of specific program(s) for which Jerome support is requested
- Key activities and/or resources offered to artists through the program(s)

- Amount paid directly to artists
- Ways in which the program(s) for which you are requesting support address the needs of early career artists
- Key staff responsible for the program and their strengths in working with early career artists
- Criteria and evidence of program success
- If you are a current grantee, share any changes from the previously-funded program(s) that you anticipate

In addition to the Letter of Intent narrative, you will be asked to complete the following fields:

- About each program (you will fill this out for each program for which you are requesting funds)
  - Name of program for which support is requested
  - Amount requested from Jerome Foundation
  - Preliminary program budget *total* amount (no detail required)
  - Artistic discipline(s) supported by the program(s)
  - Number of Jerome-eligible artists to be supported by the program(s)
  - Names of past early career artists supported by the program(s)
  - Key contact information (management leader, artistic leader, program leader, grant contact—this may be one person or multiple people)
- About your organization
  - Organization Mission
  - Link to website
  - Date of IRS exemption or name of fiscal sponsor
  - Fiscal year
  - Total staff size (in FTE and PTE)
  - Financial summary: total unrestricted income, expenses, assets and liabilities for the last three completed fiscal years and the current year
    - Organizations with significant deficits should also offer explanations and plans to address those deficits.
  - Affirmation that your organization’s fiscal leadership has reviewed and approves the submission of the LOI and affirms the accuracy of the information provided.
- We also ask you for suggestions of two people who you believe would make good panelists for the Foundation (in either this or the Artist Fellowship program)

Organizations invited to submit **full applications** will be asked to give fuller information on the topics covered in the Letter of Intent. Organizations will not be allowed to change the nature or focus of their request from that which was proposed in the Letter of Intent and/or phone call with Program Staff. Applications must be complete in order to be considered for review.

3. The full application will also ask for the following:

- About the program
  - Program description with a detailed list of what is provided to participants
  - Program schedule of activities
  - Explanation of how the proposed program supports your organizational mission
  - Description of artist selection process
  - Description submission/application guidelines (if applicable)
  - A definition of early career/emerging that will guide the selection of artists in Jerome-supported programs
  - Information on artists to be supported or representative prior participants of program if selection process has not occurred at time of application
  - Work samples of artists selected or representative prior participants
  - Compensation/honoraria/materials subsidy levels for participating artists and the rationale for determining the level
  - Full program budget ([see an example](#) and [download a template](#)) and contingency plan in the event Jerome is unable to provide the full amount of the request
- About your organization
  - Mission and history of support for early career artists
  - Alignment and achievement with Jerome's core values
  - Demographic breakdown of board, staff, program participants and, if known, audience
  - Board of Directors list
  - IRS Letter of Determination
  - Authorization letter
  - Current CDP/DataArts Report (optional)
  - Current audit or tax return
  - Last three years financial statement and current year ([see an example](#) and [download a template](#))
  - Financial narrative describing current year financial health and strategies for dealing with ongoing challenges

## INFORMATIONAL WEBINAR

Join Jerome staff for a webinar to review the program, review criteria and Letter of Intent process, and stay for the Q&A. The hour-long webinar will be held **Thursday, November 8 at 10 am Central/11 am Eastern Time**.

RSVP for the live event at <http://bit.ly/org-grant-webinar-rsvp> or watch a recording on-demand at <http://bit.ly/org-grants-webinar>.

We recommend you join live or watch the webinar prior to your phone call with Jerome staff.

## CONTACT INFORMATION

The Foundation encourages applicants to contact Foundation Staff to ask questions and to discuss potential applications.

- Contact Program Director Eleanor Savage ([esavage@jeromefdn.org](mailto:esavage@jeromefdn.org)) or Program Officer Lann Briel ([lbriel@jeromefdn.org](mailto:lbriel@jeromefdn.org)) with questions regarding the intent of the program and for clarification of program goals/procedures.
- Contact Grants Administrator Andrea Brown ([abrown@jeromefdn.org](mailto:abrown@jeromefdn.org)) with any questions about the online system or technical issues.

Staff may also be contacted by telephone (651-224-9431) between 9 am and 4:30 pm Central Time, Mondays through Fridays (excepting holidays).

## FREQUENTLY ASKED QUESTIONS

### **What are the needs the Foundation is trying to address with this initiative?**

This is the second round of a program that was created following an open survey to gauge the priorities of organizations in the field; more than 600 organizations responded. Three specific themes emerged: the need for multi-year funding, the value of supporting early career artists in developing careers and/or creating new work, and the need to help organizations address core needs beyond a particular supported program. The guidelines try to address each of these themes.

We invite you to learn about previously funded programs [on our website](#). Please note that we are interested in many kinds of programs that may or may not be represented there.

### **Why does the Foundation require a phone call and a letter of intent before a full application?**

The Foundation knows that submitting a grant application is time consuming for any organization, and that more organizations will apply than our panels can reasonably consider. By speaking with Program Staff, you can immediately determine your eligibility. The Letter of Intent allows an organization to make its case without investing the amount of

time required for a full application, and to avoid wasting time completing a lengthy proposal for a program in which it is not comparatively competitive.

The reduced full application review load also makes it feasible for busy working professionals to participate on panels, and for the Foundation to expedite the overall process by recruiting a panel with relevant expertise and without conflicts of interest even before the full applications are received.

### **How competitive is this program?**

This is the second round of the Arts Organization Grants program. In the first round, 254 organizations submit a preliminary application. Of those, 118 were invited to complete a full application. 50 ongoing grants were made totaling \$3,261,000 over two years.

### **What does “early career” mean in this program? Is this different from the “emerging” term that Jerome has used historically?**

Multiple surveys of artists and organizations conducted by Jerome revealed widespread confusion over the term “emerging,” with various interpretations of length of tenure in the field, level of public awareness and fame, and even (at one extreme) the idea that all artists are always emerging. The use of “early career” is our attempt to define more precisely the kinds of artists we hope Jerome-funded programs will support.

Jerome-eligible artists are in the relatively early stages of their generative career (generally less than 12 non-student years) and are often still developing their artistic “voice.” They show enormous potential and have demonstrated seriousness about pursuing the arts as a central vocational goal, see themselves as part of a larger aesthetic or social community, and have a sense of purpose beyond financial gain or fame. They challenge traditions or norms within their art form, ask significant questions and provoke new ideas, whether aesthetic or social, in their work.

Any artist who would be described as mid-career or established in any artistic discipline is ineligible for Jerome support, even if they are changing disciplines and would make the case that they are early career in their new field. Artists who have been working in their field for more than twelve years, who receive ongoing support and recognition for their work, or who are at a point in their career where they are mentoring other artists are generally beyond early career artists.

Artists who have won major awards (e.g., multiple MAP Grants, a Doris Duke or MacArthur) have moved beyond consideration, as have artists who have completed major features with commercial studios in film, have released multiple books with major publishers in literature, are receiving major commissions and productions in various locations in dance, theater or music, or have commercial representation with major galleries and are featured in major institutional collections in visual arts.

Organizations are asked to provide their definition of early career, noting how it may differ from the Foundation’s definition at the full application stage.

### **Does the Jerome Foundation support artists that are working within traditional forms?**

The Foundation values and supports artists and organizations that challenge and engage traditional aesthetic practices and norms. Jerome priority artists bring an original perspective to the reclaiming or reviving of traditional cultural forms.

### **Does this mean the Foundation only cares about aesthetic innovators and “art for art’s sake”?**

While we support artists whose primary goals are aesthetic innovation or “art for art’s sake,” we are equally dedicated to supporting social justice artists whose primary claim to innovation involves:

- shifting how we, individually or collectively, think and/or behave;
- challenging and engaging traditional social dimensions;
- reclaiming or reviving traditional cultural practices;
- using an artistic practice as a form of resistance or empowerment;
- creating space for and building a sense of community;
- exploring new subject matter;
- creating and/or presenting work in new contexts; and/or
- engaging new collaborators or communities in the creation or presentation of work.

All artists, whether driven by social justice or by aesthetic innovation, are expected to bring an original perspective to the work they create.

### **What is the difference between a request for a single program and request for multiple programs?**

Single programs are those in which the participants are a defined group, and all participants are participating in most or all phases. A performance-related program that includes in-house workshops, public viewings and possibly even full premieres is a single program, even if it takes place over multiple weeks and embraces multiple discrete projects.

Multiple programs embrace different, discrete and generally non-overlapping groups of artists for distinctly different purposes. A publisher that offers publication of new works by emerging/early career artists, but that also offers ongoing seminars and technical development for writers beyond those that it intends to publish would be seen as multiple programs.

### **What does the Foundation expect in terms of artist compensation/honoraria/materials subsidy?**

The panel in the first round of this initiative was deeply concerned and unsupportive of residency and commissioning programs where the artists were not compensated for their investment of time, and where artists were compelled to use significant levels of personal resources or incur significant debt to complete their work. Such programs were seen as inadvertently promoting a kind of class bias and limiting their reach about the kind of artists who could even consider applying.

That said, the range of programs, the very real differences in professional practice and creative methodology in different fields, in organizational sizes and infrastructures, in the

timing of when the organization intersects with the artist (a commission vs. an exhibition, for example), and in local cost of living make it impossible to articulate specific rigid standards.

Highest priority will be given to organizations who amply compensate artists for their time, their materials and their process, as appropriate for the given field and project. Programs that require an artist to devote significant personal resources in order for work to be completed or that compel an artist to significantly increase personal debt in order to participate will not be supported.

There are some resources you may want to look at for reasonable and adequate compensation for artists:

- [WAGE Fee Calculator](#)
- NPN Artist Contract for [Performance](#) and [Exhibition](#) Residency Programs
- New Music USA [Commissioning Fees Calculator](#)
- The Bindery Agency's "[Royalties: How Do Publishers Pay Authors?](#)"
- Artist Communities' [Residency Fees, Stipends and Funding](#)

The Foundation understands that small organizations may find it difficult to meet these fees and that compensation to artists that significantly exceeds that to ongoing staff or resident artists can affect organizational dynamics. In such cases, panels may consider the percentage of the overall organizational budget dedicated to artist compensation.

**I see that no organization may request more than an amount equal to the average of 25% of its documented income from the prior three completed fiscal years, excluding in-kind contributions. How and why did you arrive at this limit?**

The IRS "public support test" requires that one-third of an organization's support come from the general public and/or governmental sources to avoid "tipping." For more information on how this is defined, visit <https://grantspace.org/resources/knowledge-base/public-support-test>

Disproportionately large grants from a single source can upset this ratio, resulting in the potential loss of charitable status for the grantee nonprofit. Additionally, organizations overly dependent on a single source of income are often de-stabilized—sometimes fatally—if that single funding source changes direction or alters its level of funding. Concerned both with IRS regulations and with an organization's longer-term stability and viability, the Foundation has decided to institute this maximum grant size cap.

Please remember, however, that organizations that are not currently supported with ongoing funding may not request more than \$30,000 for a single program, service or activity, or a total of \$60,000 for multiple programs, services and activities, no matter how large their annual income may be.

**My organization received an ongoing support grant in the last round. Must I apply only for support for the same program for which we received funding?**

Organizations that received prior funding are certainly welcome, but not required, to apply for activities which Jerome previously supported. Whether or not you are applying with the same program, you must consult with Program Staff.

**My organization received an “exit grant” in the most recent round (March 2018), but we would like to make a case for the same program for which we were “exited.” May we do so?**

Organizations receiving exit grants are certainly welcome to re-apply for support for programs, services and activities that had been supported before 2018. That said, exit grants were often awarded because of significant panel reservations that made the programs less than fully competitive. In such cases, organizations are advised to openly address those past concerns in the new application.

**My organization received an “exit” grant in the last round (March 2018). What is the maximum amount my organization may request in this new round?**

Organizations who received exit grants in the prior round may request a maximum of \$30,000 for a single program, service or activity, or \$60,000 for multiple programs, services or activities. That said, organizations whose average unrestricted operating income was less than \$120,000 per year for the past three years are limited to the 25% request explained above and earlier in the guidelines, and must request less than \$30,000, regardless of how many programs are to be supported.

**How do I know if I received an “exit grant” or “ongoing Grant” in the last round (March 2018)?**

The terms “exit grant” and “ongoing grant” were used in your grant letter. If you cannot locate your grant letter or cannot locate such language in your letter, please contact Jerome staff for clarification.

**Are there purposes for which I cannot use the 25% of grant that does not have to be applied to direct program costs?**

The optional 25% of grant funds can be used to meet both ongoing organizational costs tied to the supported program that many consider “indirect,” including utilities, rent, overhead, etc. and for longer term needs connected to early career artists even if they are not specifically connected to the Jerome-supported programs, services or activities.

This 25% might include but is not limited to:

- staff travel
- program assessment
- research
- conference attendance
- consultants
- etc.

Funds **cannot** be used for noncharitable purposes (e.g., lobbying) or to support costs for programs, services and activities that omit or exclude participation by early career artists. Using funds to assess a commissioning program for established artists, for example, would not be permitted.

**My organization is based in ... New Jersey, Wisconsin, Ohio, Mississippi, Florida, etc.  
Am I eligible to apply to the Jerome Foundation?**

With the exception of a small program open to national arts and philanthropic services organizations (which has separate guidelines), Jerome Foundation supports only artists and not-for-profit arts organizations located in Minnesota and the five boroughs of New York City. Organizations with multiple office sites must have their primary legal mailing address in New York City or Minnesota. All artists who benefit from Jerome Foundation funds must be legal residents of New York City or Minnesota.

**I am part of a collective, interested in acquiring support to create our own work. May we apply in this program?**

No, not in this program. This program is open only to nonprofit organizations or organizations with a fiscal sponsor that offer programs for early career artists. Individual artists, collaboratives or ensembles who meet eligibility requirements and are interested in support for their own work should apply through the Jerome Hill Artist Fellowship program, which will next accept applications in 2020 or directly to the organizations that are funded through this program once grantees are announced. We often post these opportunities [on our website](#).

**If my organization does receive a grant, how quickly can we get the money?**

The grant period for this round will begin no earlier than May 2020, and no organization may request payment before that start date.

Payments are made through direct deposit; organizations which do not yet have direct deposit established for Jerome should expect approximately three weeks for the completion of paperwork and the establishment of that system before the first direct deposit payment can be processed. The Foundation makes grant payments monthly on the second Friday of the month. Your payment schedule will be stated in your letter of agreement/grant contract.

**If my organization receives a grant, how often must I report on the progress of the project?**

Grantees are required to submit interim and/or final reports, established by the Foundation in the letter of agreement/grant contract.

**I don't have internet access—is there another option besides an online application?**

Contact the Foundation staff at least one month prior to an application deadline to discuss your circumstances.

**How accessible is the application platform you use?**

Submittable, the online software we use for our applications, meets the Level AA standard according to the Web Content Accessibility Guidelines (WCAG) 2.0. You can learn more about the accessibility of the application form at [www.submittable.com/accessibility](http://www.submittable.com/accessibility).