

# City of Alexandria, VA - Fiscal Year 2027 Annual Arts Program Grant

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## *City of Alexandria*

### *Application - City of Alexandria, VA - Fiscal Year 2027 Annual Arts Program Grant*

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#### **Fiscal Year 2027 Annual Arts Program Grant**

For over 40 years, the City of Alexandria has provided arts grants to numerous arts organizations, artists, and service providers to ensure that all residents of Alexandria have access to quality arts experiences in their community. Annually, a Grant Task Force is established, comprised of Arts Commissioners, arts administrators, and grant professionals. The Task Force reviews and scores the eligible grant applications.

The amount of grant funding is based on the annual budget. Visit the Office of the Arts website and review the grant application and guidelines carefully before applying.

The Fiscal Year 2027 Annual Arts Program grant went **LIVE** on Foundant on Monday, January 26, 2026. The deadline for submitting grant applications is 5 p.m. on Friday, March 27, 2026. The Annual Arts Programs occurring between July 1, 2026 through June 30, 2027 will be considered for funding.

#### **Eligibility Requirements**

Before You Begin the Application, review the Grant Guidelines and Frequently Asked Questions.

City agencies, employees, or volunteers (defined as any agency under the direct control of an elected official, or which reports directly to the City Manager), **MAY NOT** apply for an Arts Grant; they may only play a supportive role in a program proposed by an organization or group.

#### **How to Apply**

The Foundant online grants portal will be live on Monday, January 26, 2026. Online applications must be submitted by 5:00 p.m. Friday, March 27, 2026. Mailed or hand-delivered applications will not be accepted.

#### **Application for Arts Program Grant:**

- Applications are accepted from 501(c) 3 nonprofit arts organizations.
- Grants made through this category are up to \$12,500 and shall not exceed 50% of total program budget; a cash match 1:1 is required.

- Organizations may apply for only one arts program grant per grant cycle.
- Program grants support an ongoing or short-term arts program performed or presented in the City of Alexandria to substantially engage or benefit the residents of the City of Alexandria.

**Grant Webinar Opportunities:**

The Office of the Arts will conduct a series of webinars to assist interested applicants navigate the Foundant online grant management program and to prepare their grant applications. All applicants **ARE REQUIRED** to attend the grant webinars. If applicants are not able to attend a webinar, they **MUST** set-up an appointment to receive one-on-one training. You can set-up an appointment by emailing [arts@alexandriava.gov](mailto:arts@alexandriava.gov).

**Grant Webinars:**

Thursday, February 5, 7 p.m.

Tuesday, February 10, 5 p.m.

Thursday, February 12, 10 a.m.

Thursday, February 19, 1 p.m.

Tuesday, February 24, 4 p.m.

To request a webinar link, email: [arts@alexandriava.gov](mailto:arts@alexandriava.gov). With the request, state the date and time of the webinar you wish to attend along with the name and email address for the person who will be attending.

**Collaborate Feature**

Collaborators can be invited to help you with preparing your application. Find the Collaborate button at the top of the page and use this button to invite other people to work on this request.

- From the Collaborate pop up, enter the email address of the person you wish to help you with the request.
- Set the Permission to either View (the collaborator can only view forms in the request), Edit (the collaborator can view and edit the request), or Submit (the collaborator can view, edit, and submit the request)
- Include a message about what you are asking your collaborator to do for you and select Invite.
- You can revoke permission at any time.

An email will be sent to the collaborator containing your message, their username, and a link to the log-on page. After clicking this link, they will be brought to the log-on page. If this is their first time logging onto the system, they will be asked to create a password.

After logging onto the system, the collaborator will see this request under the Collaboration Requests tab of their Applicant Dashboard. Here they can select the Edit Application link and complete your instructions.

Review the Foundant Collaborate Video Tutorial to learn more: Collaborate Video Tutorial (1:37)

### Organization's Mission\*

What is your organization's mission?

*Character Limit: 1500*

### Organization's Vision\*

What is your organization's vision statement?

*Character Limit: 1500*

### Program Name\*

*Character Limit: 250*

### Program Start Date\*

Must not begin before July 1, 2026

Character limit 10

*Character Limit: 10*

### Program End Date\*

Program end date must end on or before June 30, 2027.

*Character Limit: 10*

### Total Budget for Proposed Program\*

Must match the amount on the program budget form. Character limit 6.

*Character Limit: 20*

### Program Grant Request Amount\*

Grant funding up to \$12,500 and shall not exceed 50 % of the program's total budget.

Character Limit 6.

*Character Limit: 20*

### Proposed Number of Artist(s) hired/engaged.\*

*Character Limit: 250*

### Proposed Number of program occurrences.\*

*Character Limit: 250*

### Proposed Number of arts programming hours.\*

*Character Limit: 250*

### Proposed Number of Audience Members\*

*Character Limit: 250*

## PROGRAM CONTENT

### Program Description\*

Provide a detailed description of your program. Be clear and concise. Help the Grant Task Force members understand the various components of your program.

*Character Limit: 3000*

### Program Outcomes\*

List up to three program outcomes. Describe how the activities of the program help to achieve these outcomes.

Think carefully about what you can realistically accomplish given the audience you want to reach and the scope of your resources. Outcomes should describe what impact you want the program to have.

### List up to 3 Program Outcomes.

*Character Limit: 3000*

### Upload Program Schedule/Locations\*

Use the Schedule/Locations Template. The template **MUST** be used.

Fiscal Year 2027 Schedule/Locations Template

Reminder - only programs within the **Alexandria's City limits** will be eligible for funding.

*File Size Limit: 2 MB*

## IMPACT AND ENGAGEMENT\*

### Equity and Inclusion

Alexandria City Council issued the ALL-Alexandria resolution acknowledging Alexandria's history; recognizing the need for and importance of community involvement to identify, develop, and implement policies in the pursuit of equitable outcomes; and resolving to adopt practices and policies centered on creating and ensuring racial and social equity. (Link to City Resolution 2974).

Describe how is your program welcoming diverse audiences and minimizing barriers to participation.

*Character Limit: 3000*

### Community Engagement\*

The people who live and visit Alexandria come from very diverse cultures. Identifying and understanding your audience is helpful in effective community engagement. Describe your target audience for the program. Describe how the venues identified enabled the targeted population to engage with the program.

*Character Limit: 3000*

**BUDGET\***

Total Program Budget for this grant period.

Cash income and expenses must match.

In-kind income and expenses **cannot** be used as your cash match.

*Character Limit: 20*

**Program Budget\***

Upload the completed Program Budget Form

Use the Program Grant Budget Form to include all the revenue and expenses related to the program.

This is the required form to use.

*File Size Limit: 2 MB*

**Budget Narrative\***

Please provide a **DETAILED** narrative explanation of the program budget.

Be sure to explain any income or expenses listed in the "other" category on the budget worksheet that are greater than \$1,000.

*Character Limit: 3000*

**MANAGEMENT\***

Describe how the program will be managed. Outline the key personnel, roles and responsibilities.

*Character Limit: 3000*

**Attestation\***

By submitting this application, I declare that I am authorized to act for the above applicant. I submit this grant application to the City of Alexandria and confirm that the information contained herein is accurate to the best of my knowledge and belief.

**Choices**

Yes

**Uploads****Letter of Determination for 501(c)3 Status\***

*File Size Limit: 7 MB*

**List of Key Personnel with Bios\***

List of Key Personnel with Bios (Artistic/Managing/Executive Directors, Arts Educators, etc.)

*File Size Limit: 7 MB*

**Supportive Material 1\***

Up to three internally produced materials such as brochures, marketing , etc.

Supportive Materials 1 - upload 1

*File Size Limit: 15 MB*

**Supportive Material 1\***

Up to three internally produced materials such as brochures, marketing , etc.

Supportive Materials 1 - upload 2

*File Size Limit: 15 MB*

**Supportive Material 1\***

Up to three internally produced materials such as brochures, marketing , etc.

Supportive Materials 1 - upload 3

*File Size Limit: 15 MB*

**Supportive Materials 2\***

Up to three externally provided support materials such as press/reviews, letters of support, social media feeds, etc.

Supportive Materials 2 - upload 1

*File Size Limit: 15 MB*

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Up to three externally provided support materials such as press/reviews, letters of support, social media feeds, etc.

Supportive Materials 2 - upload 2

*File Size Limit: 15 MB*

**Supportive Materials 2\***

Up to three externally provided support materials such as press/reviews, letters of support, social media feeds, etc.

Supportive Materials 2 - upload 3

*File Size Limit: 15 MB*

## **Work Samples and Image Identification List\***

Work Samples and Image Identification List.

Add list of URLs, or work sample images as a PDF attachment.

*File Size Limit: 15 MB*

### **Optional: Video Link**

Video link: YouTube or other video links.

Applicant Tutorial to Add Video link

Link - 1

*Character Limit: 2000*

### **Optional: Video Link**

Video link: YouTube or other video links.

Link - 2

*Character Limit: 2000*

### **Optional: Video Link**

Video link: YouTube or other video links.

Link - 3

*Character Limit: 2000*