

## Frequently Asked Questions



Our FAQ is a living document, which we will refine over time as we receive more questions from prospective applicants.

### CREATIVE CORPS PRINCIPLES AND BASICS

**Q1: What is the purpose of Upstate California Creative Corps grants and where do the funds come from?**

A: For details on the background and program goals for Upstate California Creative Corps grants, please see [BACKGROUND — UPSTATE CREATIVE CORPS](#).

**Q2: Are there limitations on what might be funded by this grant?**

A: Yes. Aligning with the California Arts Council, please see [What Do Not Fund](#). Similarly, we recommend that applicants become familiar with the many other [grant programs offered by California Arts Council](#). This will help you consider whether the Upstate California Creative Corps is the best fit for your initiative. We are happy to answer questions on this at our weekly Office Hours, a timeline for which can be found at [upstatecreativecorps.org](#).

**Q3: How much funding is available for the Upstate California Region? Are matching funds required for this grant opportunity?**

A: \$3,384,043 is available for our 19-County Upstate Region. No matching funds are required, and neither are they prohibited.

**Q4: If I live in a small region with minimal resources, will my proposal be competitive with projects in areas with greater opportunities?**

A: Yes! We strongly encourage you to apply. Applications will be rated with local context and regional demographics in mind, and we strive for geographic and programmatic diversity and equity.

**Q5: What is the California Healthy Places Index (HPI)?**

A: The [Healthy Places Index \(HPI\)](#) is a tool created to advance equity of access to quality-of-life services for all through the analysis of the factors that contribute to equity and inequity. Measuring the relative health of communities across California, its default view shows us Upstate California according to census tracts (and other geographies). The HPI illuminates community investments and historic trends in education, employment, the environment, and other identifiers, and is used to develop critical programs and policies across the state.

**Q6: Who can help me with my application? Are there workshops I can attend, or contacts to reach out to for support?**

A: Yes. There are both on-line and local technical assistance sessions to guide you. Begin by looking at our Grant Timeline at [upstatecreativecorps.org](http://upstatecreativecorps.org) for information on our launch webinar, our office hours and our grant workshops, as well as contact your [County Partner Agency](#) for other more local options and questions. For applicants with regional questions, please contact us at [info@upstatecreativecorps.org](mailto:info@upstatecreativecorps.org).

**Q7: What is meant by the “lowest quartile” (LQ) and/or the “low-middle quartile”(LMQ)?**

A: Communities that fall in the 0-25 percentile (%) range are, according to the HPI, in the “Lowest Quartile.” They are considered the least healthy communities, relative to others. Communities in the lowest HPI quartile appear as dark blue on the map; and those that score in the 26th-50th% are the “Low Middle Quartile,” and are light blue on the map.

## **GEOGRAPHY**

**Q8: What is the “Upstate Region”?**

A: The Upstate Region consists of 19 counties Northern California: Butte, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Nevada, Placer, Plumas, Shasta, Sierra, Siskiyou, Sutter, Tehama, Trinity, and Yuba.

**Q9: What is a Census Tract?**

A: Census tracts are small, relatively permanent geographic areas created by the Census Bureau, allowing for consistent data tracking over time within counties (or the statistical equivalents of counties). They were designed to serve 1,500 - 8,000 people.

**Q10: How do I determine what census tract I live in (or serve)?**

A: To determine a specific census tract number, go to the Healthy Places Index at [healthyplacesindex.org](https://healthyplacesindex.org) and put your address, city or general location in the “Enter a location...” box in the upper right corner of the site. Put your cursor by the address label that pops up, and your census tract number will be displayed in a “pop up” box. You might also refer to research we undertook for your region during our Listening Tour of the Upstate Region. See our [County by County](#) pages to find your community’s Presentation Slides.

**Q11: Must I refer only to “census tract” geography in my application?**

A: The short answer is “no.” We are charged with directing resources to the parts of Upstate California in the greatest need, and census tracts are the baseline for the HPI, and convenient to use. However, there are multiple other geographic options in the HPI, found under the “Select Geography” tab (white box, right side).

**Q12: Can I reference data outside of the Healthy Places Index data in my application?**

A: Yes. We recognize that there are other metrics and data for measuring the health of communities, particularly at the local level, including the lived experience of artists and culture bearers. Please cite the source of any data referenced.

**Q13: Must my project be in a “dark blue tract” in the Healthy Places index? Can my project include regions beyond the “dark blue” tracts?**

A: Yes and Yes. Focusing on the dark blue tracts (i.e., the lowest quartile) identifies areas of greatest need. However, specific areas of need can also be identified within the upper quartiles. To find them, look for indicators called *Policy Action Areas*, which appear under *Community Conditions*, when clicking your area of interest in the map.

**Q14: Must I live where I plan to work?**

A: No. You do not need to live in the same place as your project. Artists and culture bearers should “live in, work in, and / or serve” the community they hope to serve through the Creative Corps. Connections to the community in which you propose to situate your project should be authentic, however, with opportunities for community collaboration and co-design.

**Q15: Are we competing against the other 19 Counties in the Upstate Region?**

A: No. Each of the 19 counties in the Upstate Region is eligible for California Creative Corps funding, and all candidates will be assessed relative to a standard we have set for the entire Upstate Region.

## **APPLICATION PROCESS**

**Q16: Are applications available in large print?**

A: Yes. Large print is available upon request. Contact us at [info@upstatecreativecorps.org](mailto:info@upstatecreativecorps.org) to place a request.

**Q17: How do I request an application in another language?**

A: Please reach out to us for language assistance at [info@upstatecreativecorps.org](mailto:info@upstatecreativecorps.org).

**Q18: Who can apply?**

A: Applicants must live in, work in, or serve one of the 19 Upstate Region counties (see our [County by County](#) page for a complete list). **Individual artists and culture bearers** must be aged 18 or older. **Arts, non-profit and social service organizations** are eligible to apply. If multiple entities apply together, one needs to be officially designated “501c3 tax exempt.” If none are, or for single agency applicants without 501(c)3 status, a fiscal sponsor must be engaged to act as the agreement holder with us. In applicants who are in need of a fiscal sponsor, but don’t already have one, please reach out to our [County Partners](#) for support. **Government and tribal authorities** do not require fiscal sponsorship. See our Grant Guidelines in English and Spanish for more information.

**Q19: What is a “fiscal sponsor”?**

A: A fiscal sponsor is an entity registered with the State of California as a tax-exempt non-profit organization with 501(c)3 status, and which serves as the contractual partner with Upstate California Creative Corps for purposes of grant activity for an organization without that status. There is usually a small fee associated with fiscal sponsorship.

**Q20: Who will review my application?**

A: Applications for projects that serve only one county within the Upstate Region will be reviewed by a diverse panel adjudicated by our [Partner Agency](#) in that county,

following an inclusive panelist application process. Following a local panel review of applications, Upstate California Creative Corps will receive recommendations from Partner Agencies, and will make final decisions on awarded grants, to ensure an equitable distribution across the Upstate Region. Category 3 grants, *Multi-County and Regional Coalitions*, will be adjudicated by County Partners in relevant counties served, with recommendations for funding being received and reviewed by us.

**Q21: I'm applying for a Community Residency or a Multi-County or Regional Coalition grant, but I haven't selected the artist(s) and / or culture bearer(s) we'd like to work with yet. Do I need to have them secured in advance of my application?**

A: Given the central nature of artist(s) and / or culture bearer(s) to all Creative Corps projects, it is required to name them in your application. Your artist(s) and / or culture bearer(s) partners should be chosen based on the specific skills needed to carry out your project, and their ability to understand and execute your vision as lead applicant. Our [Partner Agencies](#) in the county/(ies) you intend to serve may be able to help you connect with artist(s) and / or culture bearer(s).

**Q22: How do you define an artist?**

A: We define an artist, culture bearer, or culture maker ('artist') as a human being\* who regularly engages in artistic or cultural practices to express themselves with the intention of communicating richly to or sharing with others; passing on traditional knowledge and cultural practices; offering cultural resources to their communities; and/or co-organizing and co-creating within communities toward social impacts. Artists aspire to sustain themselves through their practice and maintain a commitment to continuing their practice. Artists can work both individually and collaboratively, or as educators within their field of practice.

Within our applications we also ask applicants to share which artistic or creative discipline(s) or creative process(es) they will employ. From dance, the literary arts, media arts, music, theatre, traditional and folk arts, to visual arts and multimedia, to social practice arts or other creative processes.

**Q23: When is the deadline for applications?**

A: Your application deadline for an Upstate California Region grant is Friday April 14, 2023 at 11:59 PM PDT.

**Q24: If budgeting is new to me, will my proposal be rejected because I missed something?**

A: A strong, clearly defined budget is one of the keys to a successful application. Please consider participating in the Upstate Creative Corps *Grantwriting Workshop* on Feb. 22, 12pm (see our calendar at [upstatecreativecorps.org](http://upstatecreativecorps.org)). Be practical, realistic and detail-oriented as you consider project goals. Run it by colleagues, any mentors or collaborators who have financial experience, or seek the support of one of our [Partner Agencies](#) nearby.

**Q25: Are there guidelines regarding how grants must be spent?**

A: Yes. 80% of funds must go to artist(s) and / or culture bearer(s) who will carry out your project, while 20% may be budgeted for materials, supplies and administrative costs.

**Q26: Can an applicant submit an application for more than one grant category? Or apply from more than one county?**

A: Lead applicants, artists and culture bearers may be part of more than one application for California Creative Corps funding. However, if approved for funding, they can only participate in one California Creative Corps funded project, whether in Upstate California or via any other Creative Corps program elsewhere in California.

**Q27: What is a “collaborative?”**

A: A “Collaborative” means people working together to accomplish a goal. In the Key People section of your application, please detail your working structure and agreements.

**Q28: What defines a “regional project”?**

A: A regional project extends beyond a single county to address a demonstrated and shared need in that region. Please identify the common need and scope for such regional projects.

**Q29: Is Accessibility a factor in application scoring?**

A: Yes. Accessibility is one of the review criteria by which proposals will be evaluated. Applicants are asked to analyze their own design through an accessibility lens. Aligning with the California Arts Council, we are committed to making the arts accessible and inclusive for diverse populations in our Upstate Region. Funded

initiatives, services, information, and buildings and facilities where funded activities take place must be accessible, and events must be free of charge.

Upstate California Creative Corps staff are available to offer guidance and clarification in preparing your application, as are our Partner Agencies across the Upstate Region.

We encourage applicants to attend our *Accessibility in the Arts | Panel Discussion for Artists and Agency Applicants* on February 27 at 12-noon (if you cannot attend, we will provide a recording of our discussion at [upstatecreativecorps.org](http://upstatecreativecorps.org).)