



Narrative Form

Project Title

Project Start Date

End Date

Is this a new project?

Or a repeated project?

Does this project have public presentation or community service component?

Yes No

On a separate sheet, respond to the following using no more than three pages.

Please include each heading with the appropriate response in the narrative.

1. Applicant Background

Give a *brief* autobiography of yourself, including your qualifications, experience managing projects such as these, or anything else that may be pertinent.

2. Project Description

Provide a general description of what the project is. What is the primary goal for the project? Where will the project take place? What is the public presentation or community service component?

Does the project impact any of the listed Areas of Particular Interest listed in the Guidelines?

Does the project serve a specific demographic?

Include specific information on artists involved in the project. Add any other information deemed important.

3. **Community Need**

What is the community need for the proposed project?

Community need can be demonstrated in the following ways (the below is not an exhaustive list):

- Demographic or statistical data showing disparities or needs
- Direct input from community, partners, or stakeholders of need
- Absence of similar programs, projects, or events
- Identification of barriers to access
- Alignment with local, cultural, or community values or identities

4. **Quality and Merit**

Describe the financial resources the applicant has to support the proposed project.

- How might the project be affected with less than the requested funding?
- What expenses in the project budget are expected to be covered by CA funds?

What is the artistic quality and merit of the proposed project? Quality and Merit can also be demonstrated in the following ways (the below is not an exhaustive list):

- Clear, realistic outcomes
- Evidence or assessment of impact
- Capacity of the applicant to execute the project
- Inclusion and accessibility strategies
- Effective outreach, audience, and/or community engagement

5. **Unique or Innovative**

Is this project unique or innovative? This can be measured in the following ways (the below is not an exhaustive list):

- First of its kind in the region or community
- Addresses a previously unmet or under-addressed need
- Uses novel delivery methods or formats
- Integrates uncommon collaborations or cross-sector partnerships
- Adapts or repurposes existing models in a new context
- Demonstrates creative use of limited resources

- Incorporates community in the creation process (co-creation)
- Uses emerging technologies or techniques
- Demonstrates measurable impact differentiators
- Influences or inspires systemic change

6. Target Audience

Will this project develop new audiences for the arts? Who are the primary participants or beneficiaries of this project?

7. Special or Underserved Populations

Are special or underserved populations affected by this project? Describe how the project may promote or preserve art forms from diverse cultural traditions.